

Ordinance No. 2023-006_____

**AN ORDINANCE FOR SOLID WASTE DISPOSAL WITHIN THE
TOWNSHIP OF STOOKEY**

WHEREAS, Stookey Township (“Township”) is a body politic of the County of St. Clair, State of Illinois, operating under the Illinois Township Code (60 ILCS 1 *et seq.*); and

WHEREAS, the Township finds it is necessary for the welfare of the its residents to provide a means for efficient and sanitary refuse collection and disposal in the unincorporated areas of the Township; and

WHEREAS, Title 35 of the Illinois Administrative Code, Subtitle B, subchapter I, part 237 of the Illinois Environmental Protection Act outlaws open burning of trash, garbage and trade waste and

WHEREAS, Chapter 19, Article V, Section 19-5-2 (a)(1-9) & (c)(1-2) of the St. Clair County, IL Health Code defines illegal disposal of solid waste; and

WHEREAS, the power to regulate waste disposal in unincorporated areas of a township is conferred upon the Township pursuant to the Township Refuse Collection and Disposal Act, Article 210 of the Township Code, 60 ILCS 1/210 *et seq.*; and

WHEREAS, The Township finds that trash trucks impose a significant impact on the roads of the Township and elimination of multiple trash trucks traveling on the Township roads covering largely the same territory will help to reduce needless wear and tear on Township roads thereby preserving the investment of our taxpayers in the valuable infrastructure of the Township thus saving imposition of added taxes, and

WHEREAS, the majority of electors approved the referendum held pursuant to 60 ILCS 1/210 *et seq* on 04/04/23 that gives the Township Board authority to enter into a contract for the collection, disposal, composting or recycling of garbage, refuse and ashes within the unincorporated areas of the Township;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWNSHIP OF STOOKEY, ST. CLAIR COUNTY, IL AS FOLLOWS:

Section 1: Prohibited Practices:

- A. It shall be unlawful for any person within Stookey Township :
1. To interfere in any manner with waste collection and transportation equipment or with waste haulers authorized to conduct business in Stookey Township, in the lawful performance of their duties.
 2. To burn, bury or dispose of any trash, garbage, trade waste or other solid waste or

other material that is prohibited per the Illinois Environmental Protection Act and/or St. Clair County, Illinois Health Department.

Section 2: Generation and Disposal

- A. The occupant and owner of any premises wherein any waste is produced or accumulated shall be jointly and severally responsible to provide for waste collection and removal service for all waste generated on the premises. No person shall provide for solid waste collection by any waste hauler or other than one licensed by Stookey Township. All solid waste shall be placed in solid waste containers provided by the waste hauler.
 - 1. Residential solid waste collection/disposal is required at all residential premises within Stookey Township by a waste hauler licensed by Stookey Township.
 - i. The only exception is when the premises are vacant.
 - 2. Recyclables and yard waste collection/disposal are optional services but must be offered to all premises and be collected by a Stookey Township licensed waste hauler.

Section 3: Licensing

- A. No person or company shall engage in the business of collecting or hauling waste on any public highway, road or street in Stookey Township without obtaining a Waste Hauler license from the Township. The license shall only authorize the waste collection or transportation activities as specified in the license. Waste collection or transportation without such license is prohibited. Waste haulers engaged in both residential and/or commercial service shall fall under the jurisdiction of this Ordinance.
 - 1. Person or company must obtain any additional permits and/or licenses as required by the State of IL and St. Clair County, Illinois, if any.
- B. The Township may solicit proposals for an exclusive license agreement for the collection and disposal of solid waste from residential, commercial and/or other premises within the Township. Such license agreement(s) shall be awarded by the Township Board following the receipt of competitive bids on specifications prepared by the Township Supervisor.
- C. The cost for a license shall be One Hundred Dollars (\$100) per year and be due by January 3 of each year.
- D. The owner of each vehicle used by the collector for collections within the Township shall obtain a sub-license of Twenty-five Dollars (\$25) per vehicle per year and due by January 3 of each year.

Section 4: General Provisions

- A. The Township Supervisor shall be empowered to implement and carry out all aspects of the administration of this Ordinance.
- B. The terms and conditions of waste hauler/service providers obligations and operations within Stookey Township and the applicable details relevant to Stookey Township residential and commercial customers are contained in and fully detailed in the attached Exhibit A, "General Specifications" attached hereto which are hereby incorporated into

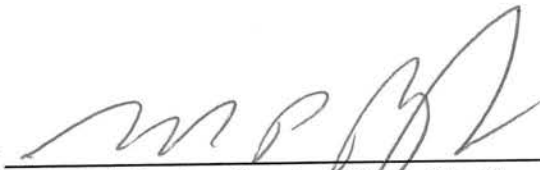
this Ordinance as if fully set forth herein.

- C. The Township may revoke any waste hauler's license if the licensee has violated any of the regulations presented herein or any provisions of any written agreements tendered by the Township and the waste hauler holding the license.
- D. Any person, firm or corporation violating this Ordinance shall be fined not less than Twenty-five Dollars (\$25) nor more than One Thousand and Five Hundred Dollars (\$1,500) for each offense committed on each day during, or on which, a violation occurs or continues.
 - a. Anyone found to not have residential trash service from a Township approved waste hauler, will be fined at the contracted rate for that quarter which shall be then due and owing the Stookey Township. In addition should the resident fail to pay the said fine and becomes more than \$100.00 delinquent, the Township shall provide a written warning mailed to the same resident postage prepaid and mailed to the service address warning that upon failure to pay such fines that a lien may be filed against the real estate securing payment of the amounts owed. In the event after such written notice there is a failure to pay such amounts owed, the Township may record a lien against the subject real estate in the office of the St. Clair County Recorder of Deeds. The resident in default shall owe to the Township, in addition to the cost of recording the lien, a Fifty Dollar (\$50) administrative fee payable to Stookey Township.


Jim Lougeay
 Allen Scharf
 Mark Bagby
 Ryan Stookey
 Dan Weaver

AYE	NAY
<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____
<u>✓</u>	_____

APPROVED this 5th day of June, 2023

By 
 Mark Bagby, Stookey Township Supervisor

Attest:


 Frazier Garner, Township Clerk

**REQUEST FOR PROPOSAL
TOWNSHIP TRASH/SOLID WASTE, YARD WASTE, DUMPSTER AND RECYCLING**

A. OVERVIEW

1. Request for Proposal

The Stookey Township, (hereinafter known as the "Township"), St. Clair County, Illinois, is seeking proposals for collection, processing, hauling and disposal of residential trash/solid waste, yard waste, dumpster service and recyclables to implement a Township-wide waste ordinance authorizing a single, exclusive residential waste hauling license to implement a voter referendum passed on 4/4/23 pursuant to Township Code, 60 ILCS 1/210 et seq. The Township is furnishing herein a set of specifications by which such proposals shall be considered. Any firm (hereinafter "Contractor") desiring to furnish a quotation for such services shall submit proposals following the instructions and format of the attached Request for Proposal (RFP) documents.

All Township residents and waste haulers operating within the Township shall be bound by the provisions of the ordinance. Any existing waste hauling arrangements whether individual customers or group-rate shall from the date of Commencement of Contract Services terminate and customers and haulers shall be bound by the terms of the Stookey Township Waste Ordinance except during the transition phase if approved by Stookey Township as to any customers for whom implementation of the new exclusive waste hauling service is delayed due to deviations from the Commencement of Contract Services date. Any waste hauler responding to this RFP agrees that by participation in this RFP process that even if it is not the exclusive waste hauler selected for the Township it will cooperate fully in the transition of any customers presently served by it to the new service provider and shall not charge any of its customers any fee for terminating service nor for picking up its bins or dumpsters or other equipment related to its waste disposal services to such customers.

2. Proposal Delivery Procedures

Sealed proposals, including a signed contract, shall be delivered to the **Stookey Township, c/o Township Supervisor, 313 Eiler Rd., Belleville, Illinois 62223, by no later than 12:00 p.m. CST on June 30, 2023.** Sealed envelopes should be clearly labeled "Sealed Proposals for Residential Trash Services", with the Contractor's name. One original and five (5) copies of the proposal shall be furnished. Additionally, the proposal documents shall be provided on a USB drive in PDF or Word format. If sent by mail, the sealed envelope containing the proposals must be enclosed in another envelope addressed to the Township at the location stated in this paragraph.

Proposals received prior to the time of opening will be securely kept, unopened. No responsibility shall be attached to the Township for the premature or non-opening of a proposal not properly addressed and identified.

Proposals arriving after the above specified time, whether sent by mail, courier or in person, shall not be accepted. These proposals will either be refused or returned unopened. It is the Contractor's responsibility for timely delivery regardless of the method used. Mailed proposals, which are delivered after the specified time will not be accepted regardless of the postmarked date or time on the envelope.

Facsimile ("fax") machine transmitted or emailed proposals shall not be accepted. Proposal documents shall be submitted to the Stookey Township, c/o Township Supervisor, 313 Eiler Road, Belleville, Illinois 62223.

The Township will transmit the RFP documents to prospective Contractors by way of email, as well as any addenda that may be issued.

3. Withdrawals, Declinations

If a Contractor wishes to withdraw a proposal, the Contractor shall submit an email notification of such action to Mark P Bagby, Township Supervisor, at supervisor@stookeytp.org no later than the time of opening as specified in section A.4 below.

Potential Contractors that decline to submit a proposal are requested to so notify, by email, Mark P Bagby, Township Supervisor, at supervisor@stookeytp.org.

4. Proposal Opening Procedures

The public opening of all proposals shall commence at 3:30 p.m. on June 30, 2023 in Stookey Township Hall, 313 Eiler Road, Belleville, Illinois 62223. The submitted proposal shall be valid for a period of 120 calendar days from the date of the public opening of proposals.

5. Competency of Contractors

The Township reserves the right to determine the competence and financial and operational capacity of any Contractor. Upon request of the Township, the Contractor shall furnish additional evidence as may be required by the Township (beyond that which is required in response to the RFP) to evaluate Contractor's ability and resources to accomplish the services required by the specifications herein. The Township shall be the sole and final judge of such competency, and its decision shall be final and not subject to recourse by any person, firm, or corporation.

6. Any questions that arise shall be directed by email to **only**:

Mark P Bagby, Township Supervisor
Stookey Township
supervisor@stookeytp.org

A non-mandatory "pre-bid" conference will be held via Zoom on June 5, 2023 at 1 pm. Contractors interested in participating may email the Supervisor for the meeting link. The emailed questions, along with the Township's responses, shall be emailed to all known potential Contractors of record without identifying the party submitting the questions. **The deadline for receipt of additional written questions shall be 9:00 a.m. CST, on June 22, 2023**, in order to facilitate preparation of an addenda. No inquiry received after that time will be given consideration. Replies and/or addenda, in response to emailed questions, will be emailed to all known potential Contractors by 4:30 pm, June 23, 2023. Receipt of any addenda must be acknowledged as part of the proposal. The Township shall not assume responsibility for the receipt by the Contractor of any addenda.

7. RFP Package

Each potential Contractor is instructed to check its RFP package to ensure that it has received a complete RFP package, which consists of the following sections:

- A. Overview
- B. General Instructions
- C. General Information
- D. General Specifications

Appendices:

Appendix A	Price Quotation Sheet
Appendix B	Forms/References
Appendix C	Stookey Township Trash Ordinance
Appendix D	Township List of Addresses

8. Investigation by Potential Contractor

It shall be the responsibility of the Contractor to thoroughly read and understand the information, instructions, and specifications contained in this RFP. Contractors are expected to fully inform themselves as to the conditions and requirements of the services to be provided. Failure to do so is at the Contractor's own risk. No plea of error or plea of ignorance resulting from Contractor's failure to make the necessary examinations and investigations will be accepted as a basis for varying the requirements of the Township. The Township will assume that submission of a proposal means that the Contractor has familiarized itself with the conditions and requirements and intends to comply with them unless specifically noted otherwise.

9. Rejection; Waivers

The Township reserves the right to reject any and all proposals; waive formalities, technical requirements and/or deficiencies and irregularities; solicit new proposals; or further negotiate with the Contractor of its choice if some other manner of negotiation better serves the Township's interests. The Township reserves the right to award the contract to the Contractor which, in the Township's judgment, best serves the needs and interests of the Township and its residents. Intangible factors, such as the Contractor's reputation and past performance, may be weighed.

10. Proposal Security

Each proposal shall be accompanied by a proposal security, which shall be in the form of a bond, certified check, or a bank cashier's check in the amount of **Ten Thousand Dollars (\$10,000)**. Proposals submitted without the required security shall be rejected.

After formal written notification by the Township that a contract award decision has been made, the proposal security of the successful Contractor shall be forfeited to the Township in the event that the Contractor shall withdraw its proposal, or neglect or refuse to enter into a contract or post the required performance bond, and the Contractor shall be liable for any damages the Township may thereby suffer.

Proposal securities shall be released as follows:

- (a) The successful Contractor's security shall be retained until the contract has been signed and the required performance bond has been furnished.
- (b) Proposal securities of the second and third proposing Contractors shall be held until the successful Contractor's performance bond has been furnished, at which time the securities will be promptly returned to the unsuccessful Contractors.
- (c) All other proposal securities shall be released upon selection of the top three Contractors.

B. GENERAL INSTRUCTIONS

1. Proposal Package

All sections of this RFP package are integral to the desired scope of services and quotations shall take into account the comprehensive nature of the work. It is intended that the specifications in this RFP shall become part of an exclusive written and signed contract for collection, hauling, processing and disposal with the successful respondent if the Township contracts for services. The Township reserves the right to further negotiate the terms of any agreement to provide all or part of the services contained in this RFP. By submitting a bid, Contractor agrees that if they are not the successful bidder that they will pick up their existing carts/dumpsters, at no cost to the customer, within 14 calendar days of the cancellation of services.

Format for Submissions

A properly prepared proposal shall consist of the following:

- **Valid Proposal,**
- **Appendix A - Price Quotation Sheet,**
- **Appendix B – Forms/References/Qualification Statement,**
- **Appendix E - Signed Contract,**
- **Proposed Collection Schedule,**
- **Narrative Presentation (the length of which shall be at the Contractor's discretion), and**
- **Signed Cover Letter of Submittal on the Contractor's Letterhead.**

The signed cover letter accompanying the proposal must be from any officer or employee having the authority to bind the Contractor by signature. The narrative may comment on any specification or part of the RFP documents. Failure to submit all of the required information may result in the disqualification of the Contractor from consideration. Contractors may be asked to give an oral presentation of their proposal at a later date.

All price quotation sheets and schedules must be correctly filled in, using ink, or entered in typed form. Any erasure or error corrections must be initialed in ink. All forms requiring signatures must be properly signed in ink in the proper spaces. If the Contractor is unable to provide a quotation on a given commodity or service alternative, each relevant item on the price quotation sheet must have the words "**No quotation**" entered thereupon.

A contract shall be returned with the proposal, signed and with any changes noted directly on the contract by the Contractor. Contractor shall initial any changes made.

All commentary in the narrative where the Contractor addresses specifications should refer to the section letter and subsection number (e.g., B.7) where appropriate, and should be discussed sequentially insofar as is possible.

3. Minimum Specifications: Deviations

The specifications included in this package describe the services that the Township feels are necessary to meet the performance requirements of the Township and shall be considered the minimum standards expected of the Contractor. The specifications are not intended to exclude potential Contractors. Contractors may indicate alternatives to these specifications if the proposed changes are equal to or greater than what is required by these specifications. Contractors are encouraged to provide options for enhancing any current recycling bin and/or education program to minimize blowing paper and keep the materials dry.

All alternatives shall be separately listed, and a justification shall be stated for such alternatives.

If the Contractor is unable to meet any of the specifications contained herein, it shall also separately list all requested deviations from the specifications, and a justification shall be stated for such deviations. In the event that the Contractor is unable to begin service to 100% of the Township customers at the commencement of services date specified below in section B9, full details shall be provided about how implementation of service to those customers to whom service will be delayed will be started and how the customer's current service provider relationship will be addressed.

If a Contractor does not indicate alternatives to or deviations from the specifications, the Township shall assume that the Contractor shall fully comply with those specifications. The Township shall be the sole and final judge of compliance with the specifications.

The Township further reserves the right to determine the acceptability or unacceptability of any and all alternatives and deviations, and to negotiate the effects and costs of any portion of a submitted proposal including any alternatives and deviations contained therein prior to reaching a decision on the awarding of a contract. The Township shall be the sole and final judge as to whether any alternative or deviation is of an equivalent or better quality of service. This decision is final and shall not be subject to recourse by any person, firm, or corporation.

4. Examination of Service Area

Contractors shall completely inform themselves of all the conditions under which service is to be performed, the service area and all other relevant matters pertaining to the service required to be provided under the enclosed specifications including, but not limited to, roads (public and private), collection points, collection procedures required, labor required, collection vehicles required, hours of operation and all other factors which would affect execution and completion of the work covered by this RFP.

5. Contractor Information

The Contractor shall furnish the following information (Appendix B).

- (a) A list of areas or Township and municipalities in the State of Illinois for which the Contractor furnishes or has furnished residential trash/solid waste, yard waste, dumpster service and recycling collection for a period of at least two years within the last three years (Appendix B, Schedule 1).
- (b) A list of final disposal and/or processing sites intended to be used for residential trash/solid waste, yard waste, dumpster services and recyclables collected by the Contractor (Appendix B, Schedule 2).
- (c) A Contractor qualification statement (Appendix B, Schedule 3). If one or more subcontractors are proposed, a subcontractor qualification statement shall be submitted for each subcontractor (Appendix B, Schedule 3.A.).
- (d) A listing of refuse collection vehicles that will be used within the Township limits (Appendix B, Schedule 4). The listing must include year, make, model, gross vehicle weight and axle design, as well as loaded capacity. Refuse collection vehicles must have covered bodies, be leakproof, cleanable, and not allow blowing or scattering of refuse (e.g., tarps/coverings must be used for open containers).

Contractor should use extra copies of schedules or supplemental sheets as necessary to supply information.

6. Expense for Submission

The Township **will not** be responsible for any expenses incurred by the Contractor in preparing and submitting a proposal. All proposals shall provide a straightforward, concise delineation of your capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.

7. Evaluation Criteria

The Township will evaluate proposals with regard to qualifications and experience, ability to provide services within the identified time schedule, equipment, services offered, support of the Township's mission, proposed enhancements to the specifications and cost of services. The Township reserves the right to reject any and all proposals or to waive any irregularities or deviations, and substitutions must be clearly annotated. The selected Contractor will have submitted the proposal that is in the best interest of the Township. If a proposal does not satisfy the minimum requirements as set forth in this RFP, the proposal may be disqualified from further consideration at the discretion of the Township.

8. Use of Township's Name

Proposers or the selected Contractor are specifically denied the right of using, in any form or medium, the name of Stookey Township for public advertising, unless express written permission is granted by the Township Supervisor or the Stookey Township Board of Trustees.

9. Time Schedule

The Township expects to adhere to the following time schedule:

- Issue RFP: May 31, 2023
- Pre-bid Conference (via Zoom): June 5, 2023
- Deadline for Receipt of Written Questions: June 22, 2023
- Township Response/Addenda to Be Sent By: June 23, 2023
- RFP Due Date: June 30, 2023
- Award of Contract: August 8, 2023
- Public Notification/Information/Mailer: September 11, 2023
- Commencement of Contract Services: October 1, 2023

C. GENERAL INFORMATION

1. Purpose of this Section

Descriptions of the current residential trash/solid waste, yard waste, dumpster service and recycling collection programs are provided only as orientation. The General Specifications (Section D of this RFP) are the Township's requirements for the contract that may be let.

2. Description of the Residential Area of the Township

The Stookey Township is an established Metro East township located approximately 10 minutes from downtown St. Louis on Illinois Route 15. The Township has a population of approximately 9,800. The contract for services shall be limited to residential units. Commercial, industrial, and educational facilities may join in, but are not required. The approximate number of housing units is: 4,300 (see Appendix D).

The number of units is approximate, and it shall be the responsibility of the Contractor to become familiar with the Township.

3. Description of Current Residential Trash/Solid Waste Program

Since incorporation, individual property owners located within the Township's boundaries have been afforded the opportunity to contract with, and pay for, the waste hauler of their choosing.

Individual property owners are able to obtain trash/solid waste collection through their contracted waste hauler. Some neighborhoods have engaged in a multi-year contract for the waste hauler to have exclusivity to that neighborhood.

4. Description of Current Recycling Program

Most individual property owners are able to recycle items through their contracted waste hauler. There is a mix of weekly or every other week service.

5. Description of Current Yard Waste Program

Most individual property owners are able to obtain yard waste collection through their contracted waste hauler.

6. Description of Current Dumpster Service Program

Some individual property owners are able to obtain dumpster service through their contracted waste hauler.

D. GENERAL SPECIFICATIONS

1. Intent

It is the Township's intention to obtain, throughout the term of any future exclusive contract, a clean, courteous, well-scheduled and well-executed program for the collection, hauling and disposal of residential trash/solid waste, yard waste, dumpster service and recyclables from the Township's residential areas. While the Township recognizes that any collection service involves minor customer operating problems, the intent of this RFP is to ensure that any such operation problems are corrected within twenty-four hours of notice **with a minimum amount of Township intervention or administration** (except in emergency situations and as noted in the enclosed contract).

2. Scope of Work

The Contractor shall be responsible for everything required to be performed, and shall provide and furnish all of the labor, materials, necessary tools, expendable equipment and supplies, vehicles, transportation services, educational services, facilities and landfill space required to perform and complete the collection and disposal of residential trash/solid waste, yard waste, dumpster service and recyclables with processors required to perform and complete the processing and marketing of recyclables and yard waste, all in strict accordance with the contract. The Township reserves the right to audit all records associated with the proper disposal, recycling, and composting of residential waste and to inspect the facilities used to dispose, recycle, and compost the Township's residential waste.

3. Duration and Scope of Contract

The contract for services shall become effective on October 1, 2023, and shall remain in full force and effect through midnight December 31, 2027. If the Contractor cannot meet the 10/1/23 deadline for all residents, they should explain why in their submission, but service must be able to begin to all residents no later than 1/1/24. The Township shall have the option to extend the term of the contract for a maximum period of two (2) one (1) year extensions (Contractor shall list rates for extension years). The Township must exercise said option by notice in writing to the Contractor no later than sixty (60) calendar days prior to the expiration of the term of the contract. In the event of such extension, all terms and conditions of the contract shall be in full force and effect during the extension period, subject to the following:

- (a) The rates to be paid to the Contractor during the extension period shall be as listed on the price quotation sheet (see Appendix A).

- (b) The Contractor shall post with the Township a Performance Bond procured at his expense for the period of extension and the amount of the Performance Bond shall be in the amount of one hundred percent (100%) of the annual compensation to be paid to the Contractor, up to a maximum of \$2,000,000.00, during the extension period.

4. Public Education

The Contractor shall provide a printed education letter or brochure to be distributed to each eligible household within the Township for the purpose of explaining the program at least annually. **Both acceptable and unacceptable recycling and yard waste items shall be listed in detail in the printed materials.** The public education shall also include at least one advertisement in a local newspaper of general circulation in the Township prior to the first service year. Such materials shall be provided at the Contractor's own cost.

The initial printed informational letter should be sent 30 calendar days prior to service start date, but no later than September 11, 2023. This letter should include the service collection day, all observed holidays, all services and prices in the contract and contractor contact information.

The Township Supervisor shall approve the form and content of the letter or brochure and advertisement prior to their dissemination.

Upon request of the Township and within reasonable notice, the Contractor shall also make available personnel for presentations at meetings or other similar gatherings to explain the collection program throughout the term of the contract. The number of meetings shall not exceed two (2) per year.

5. Contractor Transition

Should the Township choose a different Contractor at the expiration of this contract, the Contractor shall agree to work collaboratively with the chosen Contractor in effecting an orderly transition for up to 60 calendar days. Once service ends, it is the responsibility of the Contractor to pick up any carts or dumpsters belonging to them at no cost to the customer.

6. Invoicing for Services

The Contractor is solely responsible for direct invoicing and collection of fees for services rendered to each household to which it provides service in the Township. All billing will be for services for the next quarter. Billing should be on a quarterly basis. The Contractor shall provide a list, in electronic format (Excel), of all addresses being billed, as requested by the Township. The Contractor shall not charge any extra fees such as an administrative, environmental or fuel surcharge fee. Contractor shall not charge a convenience fee for online, credit or debit card payments. Contractor shall notate in their proposal whether or not they have an "auto-pay" method of payment and shall follow general accepted business practices/laws to protect customer payment information. Contractor shall accept check, money orders, credit and debit cards as methods of payment at a minimum.

Residents desirous of suspending services will be required to notify the Contractor 14 calendar days prior to desired suspension. Suspension of services will be for no less than three calendar months. If service is cancelled, Contractor shall pick up all containers within 10 business days of the cancellation notice.

7. General Service Standard and Complaints

The Contractor shall provide the residents of Stookey Township with a toll free (1-800 or 888) phone number for customer service requests. This number shall be prominently displayed on all customer service billings. A message recorder and emergency contact number shall be provided for customer service requests outside normal business hours.

All recorded messages shall be answered on the next business day. A back-up message recorder shall be provided in the event of failure of the main phone recorder. The Contractor shall also provide residents of Stookey Township with an e-mail address for customer service requests. Any complaint must be given prompt and courteous attention and, in case of missed scheduled collections, the contractor shall investigate and, if verified, shall arrange for the pick-up of said refuse within 24 hours after the complaint is received. The Contractor shall answer the phone promptly, **with an average hold time not to exceed three minutes**, and process complaints quickly without requiring callers to spend long periods of time on hold while waiting for their calls to be handled. The Contractor shall keep a log of all customer complaints or inquiries received from residents in the Township, together with notations **showing when each complaint was received, when the complaint was remedied** and how each complaint was addressed or resolved by the Contractor. The Contractor shall provide the Township with a copy of the log and a summary of complaints or inquiries **in an electronic format (Excel)** no less frequently than once per month. Contractor shall include in their proposal what the cost for this complaint tracking would cost, so that the Township can decide if they want to pursue this. **The Contractor shall provide private contact numbers and email addresses for Township staff to contact company supervisors between the hours of 7:00 a.m. to 7:00 p.m.**

Service shall be provided in a professional workmanlike manner. Contractor is responsible for immediately removing any residue or spillage from each stop along the residential collection route. Any residential waste, recyclables or yard waste spilled or blown during transportation shall be retrieved immediately. Contractor’s drivers shall abide with all speed limits and traffic control devices while within the Township.

8. Specified Performance Standards

Contractor shall pay as liquidated damages to the Township the sum equal to the corresponding rate stated in the schedule of rates (see Table 1) for each dwelling unit pick-up point which, after investigation by the Township, has been determined by it to have missed on any collection day; provided, however, that the Contractor shall not be penalized for said amount for a missed collection point if a pick-up at any such pick-up point is made within 24 hours (e.g. 1 business day) of the appointed pick-up date and provided further that the Contractor shall not be penalized as hereinabove provided if such failure shall be caused by fire, riots, civil commotion or acts of God.

Table 1—Performance Standards

Standard/Expectation	Cost	Notes:
Missed Collections: Contractor is expected to not miss any collections.	\$100/occurrence/day	If the Township notifies Contractor of a missed collection, Contractor shall have 24 hours, e.g. 1 business day, to collect the missed collection.
Cleanliness: Contractor is expected to immediately clean up and remove all residential household waste, recovered material, yard waste that leaks, drops, spills, or falls upon the streets or ground before leaving the collection point.	\$100/occurrence	Contractor is allowed a grace period of 24 hours, e.g. 1 business day, for clean up after notification of the problem by Township.
Cleanliness: Contractor is expected to immediately clean up and remove all vehicle fluid leaks or spills resulting from trash hauling vehicles that occur upon the streets or ground during trash hauling operations.	\$500/occurrence	Contractor is allowed a grace period of 24 hours, e.g. 1 business day, for clean up after notification of the problem by Township.

Container Delivery Prior to Contractor's Start of Collection: Contractor shall deliver rental carts, recycle containers or dumpsters within 10 business days of customer's request.	\$100/household	Contractor is allowed a grace period of 24 hours, e.g. 1 business day, for delivering a container after notification by Township of the unfilled customer request.
Caller/E-mail Response: Contractor is expected to respond to customer calls during normal business hours and e-mails with 24 hours.	\$100/occurrence	Township will monitor customer complaints. Costs will be incurred upon repeated failure to correct conditions.
Customer Service: Contractor and its representatives are expected to provide courteous treatment to all customers.	\$100/occurrence	Township will monitor customer complaints. Costs will be incurred upon repeated failure to correct conditions.
Customer Service: Contractor is expected to have no more than ten complaints per month reported to the Township. (Note, will be waived for the 1 st three months of the contract).	\$100/complaint for complaints of fifty (50) per month but less than one hundred (100). \$500/complaint for complaints of one hundred (100) per month but less than one hundred and fifty (150). \$1,000/complaint for complaints of more than one hundred and fifty (150) per month or more.	Cost will be incurred for those months with complaints reported to the Township and after repeated failure to correct conditions. Complaints must be customer service related such as missed collections (not the result of extreme weather) and not questions/requests for information.
Customer Service: Contractor is expected to provide pro-rated account credit to customers for missed collection/pick up of trash, recycle materials, dumpster service and yard waste.	\$100/occurrence	Township will monitor customer complaints. Costs will be incurred upon repeated failure to correct conditions.
Complaint Response: Contractor is expected to resolve all complaints within 24 hours, e.g. 1 business day.	\$150/occurrence	Each unresolved complaint not attended to according to the requirements listed herein shall be considered an occurrence. Cost will be incurred after one warning and failure to correct conditions.

9. Failure to Meet Specified Performance Standards

The Township will charge the Contractor the amounts specified in Table 1, when the Township determines that Contractor has repeatedly failed to meet any of the specified performance standards. Township will not charge Contractor such amounts if Contractor responds timely to Township's notification that Contractor failed to comply with any performance standard(s). If charges are assessed, Township will invoice Contractor for such charges on a quarterly basis and Contractor shall pay such invoice within twenty (20) calendar days of receipt.

10. Failure Due to Contingencies

In the event that the Contractor shall fail or refuse to perform his duties and obligations, or shall become insolvent or shall become the subject of a proceeding in bankruptcy (including any proceeding under Chapter 11 of the Bankruptcy Act), or shall become the subject of any proceeding for the appointment of a receiver, or in the event of an assignment of assets by the Contractor for the benefit of its creditors, or the taking of the Contractor's trucks, equipment, vehicles or other facilities used in connection with the performance of the work under any execution against the Contractor, in such events, the Township may, at its option, declare same forfeited and terminated and the Township shall, in addition, be entitled to recover damages and take such other action and seek other remedies as may be permitted by law. The remedies available to the Township hereunder shall include, but not be limited to, collection on the Performance Bond posted by the Contractor.

11. Assignment or Transfer of Contract

The contract shall not be assignable or transferable by the Contractor, nor shall any service be performed by a subcontractor for the Contractor without the consent, in writing, of the Township. Any subcontractor(s), and its role in providing services to the Township, shall be identified in the proposal.

12. Contract Amendment

Any contract entered into by the Contractor and the Stookey Township cannot be modified or changed without the written consent of both parties.

13. Contract Termination

The Township shall have the right to revoke the contract upon ninety (90) calendar days' written notice to the Contractor for failure to perform the required services in the sole opinion of the Township.

In the event the Contractor fails to collect trash/solid waste, yard waste, dumpsters or recyclables for any five (5) business day period as provided herein, the Township is authorized to execute against the Performance Bond and the ninety (90) calendar days notice provision will thereby be waived, the Township having the immediate right to terminate the contract without further notice to Contractor, except for the acts of God that prevent collection.

14. Local Improvements

The Township reserves the right to construct any improvement or to permit any construction on any road, which may have the effect for a time of preventing the Contractor from traveling its accustomed route or routes for collection. **The Stookey Township Highway Commissioner will formally notify the Contractor of street closures including the estimated length of the closure.** The Contractor shall, however, by a method acceptable to the Township, continue to collect the residential trash/solid waste, yard waste, dumpster service and recyclables to the same extent as though no interference existed upon the roads formerly traversed. This shall be done at no extra cost to the Township. The Township agrees to notify and work with the Contractor to resolve any problems due to construction activity.

15. Compliance

The Contractor shall comply with the Stookey Township Trash Ordinance (Appendix C).

The Contractor shall obtain a Stookey Township business license, which includes an annual inspection of all hauling vehicles and the provision of a certificate of insurance.

16. Hours of Collection

Hours of collection shall be between 6:00 a.m. and 7:00 p.m. Monday through Friday, with no collection allowed on Sundays. Saturday collections will be allowed in weeks when a Federal holiday occurs. Contractor shall create and maintain the collection routes and schedule. After approval by the Township, Contractor shall notify each household of their assigned collection day(s). This notification shall occur no less than fifteen (15) calendar days prior to the start of collection.

17. Quarterly Reports

The Contractor shall submit quarterly reports to the Township which states the number of households served, the addresses of households not being serviced, the number of households participating in the Township's curbside recycling program (based on accurate counts by the Contractor), the number of households participating in the yard waste collection program, the amount (in tons) of recyclables and yard waste diverted from final disposal by the Township's households and the amount of refuse disposed of by the Township's households. The report shall include a certification that all collected recyclables were processed appropriately and were not taken to a landfill. If the route(s) include non-Stookey Township pick-ups, then a percentage of load for Stookey Township should be calculated in the report. The quarterly reports shall be due within 15 calendar days of the end of the quarter and sent to supervisor@stookeytp.org.

18. Title to Wastes

All residential trash/solid waste, yard waste and recyclables from the Township's households collected by the Contractor in accordance with the terms of the contract shall become and be the property of the Contractor as soon as the material is picked up or otherwise placed in the Contractor's vehicle.

19. Annexation

The Contractor shall agree to provide the same refuse collection services, at same price, to areas annexed by the Township, in accordance with State law.

20. State Disposal Legislation

The Contractor shall be aware of impending State of Illinois deadlines established by legislation for implementation of restrictions on disposal of certain wastes and shall be responsible for compliance with such legislation.

21. Strike Guarantee

In the event of a work-related strike and picketing by Township employees, or strike by Contractor's employees or picketing of Township premises by other persons, the Contractor shall guarantee continuation of normal residential trash/solid waste, yard waste, dumpster service and recyclable collection services to the Township.

22. Performance Bond

The Contractor shall also furnish to the Township a Performance Bond in favor of the Township, specified by name, in the amount of one hundred percent (100%) of the annual compensation to be paid to the Contractor, up to a maximum of \$2,000,000.00. The total number of homes stated in Section C.2 shall be used to establish the number of homes potentially served under this contract.

The Performance Bond guaranteeing performance shall remain in effect for the term of the Agreement and shall be delivered upon contract execution. A new Performance Bond shall be delivered to the Township at least thirty (30) calendar days prior to the expiration date of an existing bond.

23. Insurance

Liability Insurance - The Contractor shall obtain and maintain in force during the term of the contract, at his own expense, for all vehicles, equipment and personnel used in the work covered by the contract, whether used and employed by the Contractor or sub-contractor, liability insurance in a sum of not less than \$2,000,000.00 per accident or occurrence. Said insurance shall specifically name Stookey Township as an additional insured party under said policies and said insurance shall be carried in a firm or corporation which has been duly licensed or permitted to write insurance in the State of Illinois and said policy will not be altered, amended, or terminated without thirty (30) calendar days notice having been given to the Stookey Township. Any approved sub-contractor shall be subject to all the conditions of this paragraph. A verified copy of such insurance policy or policies, which shall be approved by the Township Attorney, shall be submitted to the Township Clerk prior to the commencement of services.

Successful Contractor must provide insurance coverages listed below and include the Stookey Township as an additional named insured:

	Type	Amount
A.	Worker's Compensation	Statutory
B.	Employer's Liability	\$500,000
C.	Comprehensive General Liability	\$2,000,000 per occurrence \$2,000,000 aggregate
D.	Automobile Liability (owned and non-owned)	
	i. Bodily Injury	\$2,000,000 per occurrence
	ii. Property Damage Liability	\$2,000,000 per occurrence
E.	Excess/Umbrella	\$500,000 per occurrence

Worker's Compensation Insurance - The Contractor shall obtain and maintain in force during the term of the contract, at its own expense, Worker's Compensation Insurance in amounts as prescribed by the Statutes of Illinois. Any approved sub-contractor also shall obtain and maintain in force during the term of the contract, Worker's Compensation Insurance.

24. Indemnification

Contractor shall defend, indemnify and hold harmless the Township from and against any and all costs (including, but not limited to, attorney's fees), expenses (including, but not limited to, settlement payments), actions, suits, proceedings, claims, demands, assessments, judgments, incident to or arising as a result of the performance or failure to perform on the part of the Contractor, or any approved sub-contractor, under this contract.

25. Program Specifications

Detailed program specifications and requirements are provided for "Basic Service", "Optional Services" and "Additional Services". Those submitting proposals must use the price quotation sheet (see Appendix A) for submitting price quotes and must sign the price quotation sheet. The prices quoted shall be the maximum the Contractor will charge for the service and timeframe specified.

- (a) Basic Service - For the purposes of calculating a price quotation for Basic Service, the following specifications and requirements shall apply to residential trash/solid waste, bulky waste, dumpster service collection, hauling, processing and disposal of waste generated by the Township's households. All residential households must either have cart or dumpster trash/solid waste service. Any additional carts should be priced under Optional Services. Any trash/solid waste that is outside of the cart may charge a firm fixed price for "Over Household Waste Volume" as specified in the contract. Indicate all pricing on the Price Quotation Sheet (Appendix A).
1. Residential trash/solid waste shall be collected once a week on the same day, at the front curb line. The Contractor shall establish the place of pick-up with individual households.
 2. Collection of the Township's residential trash/solid waste and bulky waste, shall be accomplished Monday through Friday each week, excluding Sunday. The Contractor shall determine a collection schedule based on a Monday through Friday format. If a holiday prevents a collection, the route will be picked up one day behind schedule, for the remainder of the week. If a holiday prevents collection on Monday, then Monday routes will be picked up on Tuesday, Tuesday routes will be picked up on Wednesday, Wednesday routes on Thursday, Thursday routes on Friday and Friday routes on Saturday. Contractor shall place containers in an upright position, put them back near their original location and shall not abuse such container and lid after emptying.
 3. Upon result of the Residential Unit's service choice(s), the Contractor shall supply each household to which it provides service with one (1) 96-gallon cart for trash/solid waste. In addition, each household to which the Contractor provides service shall receive at least one (1) additional cart if the old cart becomes damaged.
 4. If the Residential Unit desires a dumpster, the Contractor shall supply the requested size dumpster to the household. Contractor shall state the frequency of the pick-up schedule.
 5. The Contractor shall offer Christmas tree collection to Township residents to which it provides service at no additional charge. This free service shall be offered throughout the month of January. The Township will designate two drop-off locations: Stookey Park (100 Arlington Dr.) and Stookey Athletic Park (309 Eiler Rd.). Contractor shall pick up weekly from each location.
 6. It shall be the responsibility of the Contractor to inform customers of any changes in routes, procedures or the manner in which holidays are treated, following notice to and approval of the Township.
 7. The Contractor shall provide refuse containers, as required by the Township and at no additional cost to the Township:
Highway Department: one 40 cy container – every other week.
Township Office: one 96-gallon cart for trash/solid waste – one time a week and one 96-gallon cart for recyclables- one time every other week.
Stookey Athletic Park: one 4 cy container on casters with lock – every other week.
Stookey Park: one 4 cy container on casters with lock – every other week.

The Contractor shall provide containers and collection for Township sponsored special events with 14 calendar days advanced notice up to twice a year. The Contractor shall provide containers to future Township facilities. The Contractor shall not charge the Township for these services.

8. The Contractor shall provide each customer, collection of one bulky item up to twice a month after calling the Contractor. Bulky items are defined as all types of solid waste that cannot be placed into a 96-gallon cart but can be carried to the curb by two persons, and does not exceed 150 pounds. Bulky items include such things as household equipment and furniture. It does not include automobile parts or components, batteries, tires, computers, appliances, and household hazardous waste items. Contractor shall indicate on the Price Quotation Sheet (Appendix A) the cost of any additional bulky waste pick-ups.
9. The Contractor shall provide a 15 percent (15%) senior citizen, veteran or disabled person discount for households consisting of no more than two persons in which the head of the household is 65 years of age or older or disabled. Those receiving a discounted rate will be issued a 65-gallon cart. Contractor shall provide what documentation is required to receive these discounts and how they are to be transmitted to the Contractor.

- (b) Optional Services - At the option and request of the resident, the Contractor shall provide the following services. Contractors are required to provide price quotes for the optional services on the Price Quotation Sheet (Appendix A). The price quoted shall be the additional or incremental cost for the optional service.

For the purposes of calculating a price quotation for Optional Service(s), the following specifications and requirements shall apply to residential single stream recyclables and yard waste collection, hauling, processing and disposal of waste generated by the Township's households.

1. Yard waste shall be collected once a week, at the front curb line. Recyclables shall be collected every other week on the same day as solid waste at the same location. The Contractor shall establish the place of pick-up with individual households.
2. Collection of the Township's single stream recyclables and yard waste shall be accomplished Monday through Friday each week, excluding Sunday. The Contractor shall determine a collection schedule based on a Monday through Friday format. If a holiday prevents a collection, the route will be picked up one day behind schedule, for the remainder of the week. If a holiday prevents collection on Monday, then Monday routes will be picked up on Tuesday, Tuesday routes will be picked up on Wednesday, Wednesday routes on Thursday, Thursday routes on Friday and Friday routes on Saturday.
3. Materials collected for single stream recycling at the curb shall include newspapers (including inserts), chipboard, boxboard, cardboard boxes, paper bags, telephone books, catalogs, magazines, newspapers, paper cardboard, dairy and juice containers, junk mail, office and school paper, glass bottles and jars, plastic bottles and containers #1-#7, aluminum cans, foil and pie tins, tin and steel cans. Unacceptable items include non-food cans such as paint or aerosol cans, mirrors, light bulbs, pesticide/herbicide containers, plastic wrappers, bleach or motor oil containers, household hazardous waste such as wet paint, strong cleaning agents, tires, auto batteries, etc. Contractor should provide a complete list with their bid.

4. The Contractor shall provide an additional 96-gallon mobile cart for the storage of residential trash/solid waste at an additional cost as identified on the Price Quotation Sheet (Appendix A).
 5. Upon result of the Residential Unit's service choice(s), the Contractor shall supply each household to which it provides optional service with one (1) or more 96-gallon cart for yard waste, and one (1) 96-gallon cart for single stream recyclables as identified on the Price Quotation Sheet (Appendix A). In addition, each household to which the Contractor provides service shall receive at least one (1) additional cart for each optional service if the old cart becomes damaged.
 5. It shall be the responsibility of the Contractor to inform customers of any changes in routes, procedures or the manner in which holidays are treated, following notice to and approval of the Township.
 6. The Contractor shall provide pricing for valet service to eligible customers upon request. Many of these arrangements are in locations where residents have long driveways, at locations where the resident has mobility issues or where a unique condition exists. This service shall be listed as an additional cost as identified on the Price Quotation Sheet (Appendix A).
 7. Year-round collection of yard waste shall be made at the front curb line. All yard waste is to be contained in a provided 96-gallon cart with additional yard waste contained in up to twelve (12) biodegradable bags per week with tops properly folded, as instructed on bags, to prevent spillage. Yard waste collection can be subscribed on a quarterly basis.
 8. The Contractor shall provide collection of household appliances such as clothes washers and dryers, ranges and stoves, refrigerators and freezers, microwave ovens, dish washers, household trash compactors, and water heaters on a per call basis and at an additional cost as identified on the Price Quotation Sheet (Appendix A).
- (c) Additional Services - Contractors are required to provide price quotes on the Price Quotation Sheet (Appendix A) for the following additional services (if able to provide) that the Township may elect to include in the final contract.
1. One-time/a la cart yard waste pick-up. Contractor shall list the price, amounts allowed to be picked up and any terms of the collection method.
 2. On-call collection of residential trash/solid waste via truck, at the request of the Township in emergency situations, shall be offered at an additional cost as identified on the Price Quotation Sheet (Appendix A). Collection services shall be provided within 24 hours of notification from the Township.
 3. Coordination, manning, collection and disposal of household hazardous waste items once per year.

Price Quotation Sheet (Appendix A)

A. Basic Services: (As specified in Section 25)

One (1) day per week residential solid waste collection curbside in a Contractor provided cart, 2 bulky pick up per month, Christmas tree removal and Township services

Year 1	10/1/2023 to 12/31/2024	
	Cost per month per resident	\$ _____
Year 2	1/1/2025 to 12/31/2025	
	Cost per month per resident	\$ _____
Year 3	1/1/2026 to 12/31/2026	
	Cost per month per resident	\$ _____
Year 4	1/1/2027 to 12/31/2027	
	Cost per month per resident	\$ _____

B. Recycle Service: (As specified in Section 25)

Every other week residential single stream collection curbside in a Contractor provided cart – Quarterly Subscription *If Contractor can offer weekly recycling, also notate that cost.

Year 1	10/1/2023 to 12/31/2024	
	Cost per month per resident	\$ _____
Year 2	1/1/2025 to 12/31/2025	
	Cost per month per resident	\$ _____
Year 3	1/1/2026 to 12/31/2026	
	Cost per month per resident	\$ _____
Year 4	1/1/2027 to 12/31/2027	
	Cost per month per resident	\$ _____

C. Yard Waste Service: (As specified in Section 25)

One (1) day per week residential yard waste collection curbside. Quarterly Subscription

Year 1	10/1/2023 to 12/31/2024	
	Cost per month per resident	\$ _____
Year 2	1/1/2025 to 12/31/2025	
	Cost per month per resident	\$ _____
Year 3	1/1/2026 to 12/31/2026	
	Cost per month per resident	\$ _____
Year 4	1/1/2027 to 12/31/2027	
	Cost per month per resident	\$ _____

D. Additional Services:

Over Household Waste Volume per bag

Year 1	Year 2	Year 3	Year 4
_____	_____	_____	_____

Valet Service additional charge per month

Year 1	Year 2	Year 3	Year 4
_____	_____	_____	_____

White Goods cost per item

Year 1 **Year 2** **Year 3** **Year 4**

Monthly rental for an additional cart for A, B or C service

Year 1 **Year 2** **Year 3** **Year 4**

E. Commercial Service: (As specified in Section 25)

One (1) day per week commercial dumpster service in a Contractor provided container. *If other options than weekly pick-up are available, specify pick-up schedule opportunities.

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
2 Yard	_____	_____	_____	_____
4 Yard	_____	_____	_____	_____
6 Yard	_____	_____	_____	_____
8 Yard	_____	_____	_____	_____

*Attach additional pages for pricing in extension years and any additional/optional services information.

Proposal Submitted By:

Company: _____

Company Representative: _____

Title: _____

Signature: _____

Date: _____

Price quotations in this Appendix shall be firm for one hundred and twenty (120) calendar days after the opening of the proposals. By signature, I acknowledge that I have read any additional addendum(s).

APPENDIX B, SCHEDULE 1

LIST OF ILLINOIS TOWNSHIPS & MUNICIPALITIES SERVED

<u>Township or Municipality Served</u>	<u>Approximate Population Served</u>	<u>Years Served</u>	<u>Contact Name, Phone & email</u>

APPENDIX B (continued)

**SCHEDULE 2. DESTINATION POINT FOR RESIDENTIAL SOLID WASTE,
RECYCLABLES AND YARD WASTE**

Please provide the name and location of destination points (transfer station, processing center, landfill, etc.) for residential solid waste, recyclables and yard waste that will be collected in the Township. If residential solid waste and/or yard waste is delivered to a transfer station, indicate all facilities used (i.e. transfer stations and landfills or processing facilities). Also provide the name and location of back-up destination points that will be utilized in the event a primary destination point is no longer available. Indicate whether a destination point is a "Primary" or "Back-up" site.

<u>NAME</u>	<u>LOCATION (City and State)</u>	<u>MATERIAL</u>	<u>PRIMARY/ BACKUP</u>
-------------	----------------------------------	-----------------	----------------------------

APPENDIX B (continued)

SCHEDULE 3. CONTRACTOR QUALIFICATION STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereafter.

Submitted by: _____

Check one:

- Corporation _____
- Partnership _____
- Individual Joint _____
- Venture Other _____
- (Specify) _____
- _____

Name of

Firm: _____

Address: _____

Telephone No. _____

1. How many years has your organization been in business?

2. (a) How many years has your organization been in business under its present business name?

(b) Under what other or former names has your organization operated?

3. If a corporation, answer the following:
(If a division or subsidiary is submitting a proposal, items a - f are inclusive to the parent organization.)

(a) Date of incorporation: _____

(b) State of incorporation: _____

(c) President's name: _____

(d) Vice-President's name: _____

(e) Secretary's name: _____

(f) Treasurer's name: _____

Division/subsidiary information, if applicable:

(g) Division President or General Manager's name: _____

4. If an individual or partnership, answer the following:

(a) Date of organization

(b) Name and address of all partners (state whether general or limited partnership):

5. If other than a corporation or partnership, describe organization listing name and address of principals:

6. List states and categories in which your organization is legally qualified to do business. List states in which partnership or trade name is filed:

7. List the residential solid waste, recycling collection and yard waste collection experience of the key individuals or your organization who will managerially oversee this contract:

8. List three trade references:

9. List at least two bank references:

10. List name(s) of insurance company and name and address of agent(s):

11. List all violations your organization has been found guilty of concerning the collection, transportation or disposal of municipal solid waste in St. Clair County over the past two years.

12. Dated this _____ day of _____, 2023.

By: _____
(Signature)

Its: _____ (Title)

13. _____, being duly sworn,
attests and (Name)

says that he/she is the _____ of
(Title)

(Company Name)

and that answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn before me this _____ day of _____, 2023.

(Notary Public)

My commission expires _____

APPENDIX B (continued)

SCHEDULE 4. EQUIPMENT INVENTORY

List below information relative to all vehicular equipment to be utilized in performance of the contract. List refuse and recycling vehicles in separate groupings.

Contractor Unit #	Owned/Leased	Gas/Diesel/ Electric	Capacity (cu yds/GVWR)	Body Yr & Type	# of Axles

APPENDIX C
STOOKEY TRASH ORDINANCE

APPENDIX D
SERVICE AREA