

MUNICIPAL REFUSE COLLECTION SERVICES
CITY DEPARTMENTS

DUMPSTERS

LOCATION	CONTAINER	SERVICE LEVEL
2333 Palmyra Rd Fire Station Administration Building	One Yd.	Weekly
4 th Street Fire Station	One Yd.	Weekly
McMaster's Fire Station	One Yd.	Weekly
Huckleberry Park Fire Station	One Yd.	Weekly
Public Library	One Yd.	Weekly
City Hall	Two Yd.	Twice Weekly
Police Station	Two Yd.	Twice Weekly
Parks and Recreation Shop	Four Yd	Twice Weekly
Armory	Four Yd	Twice Weekly
Riverview Park	Four Yd.	Twice Weekly (April 1st thru October 31st)
Community Pool	Four Yd.	Twice Weekly (May 1st thru August 31st)
Hanibal Street Department	Four Yd.	Weekly
Bear Creek Sports Complex	Four Yd.	Weekly March 1 st – August 31 st

NOTE: Twice weekly collections are performed on Monday and Thursday.
Weekly collections are to be performed on Friday.

INSTRUCTIONS TO BIDDERS

1. Each bid must be submitted in a sealed envelope clearly marked on the outside as "Municipal Refuse Collection Services, . Mailed Bids: Address to the City Clerk, 320 Broadway, Hannibal, MO 63401.
2. Bids shall be submitted on a bid form as required.
3. Successful bidder shall be required to obtain a City Hauler's License with the City of Hannibal. This license can be obtained from the DPW Office at City Hall.
4. Successful bidder shall provide insurance as herein specified naming the City of Hannibal as "Additional Insured".
5. Successful bidders will adhere to all city ordinances pertaining to refuse collection in the City of Hannibal.
6. As a means of protection, a \$20.00 per dumpster penalty will be deducted from payment if dumpsters are not emptied on schedule or late as reported to the Department of Public Works. If successful bidder continues to provide poor service, the City reserves the right to void the contract upon notice.
7. The successful bidder will provide a 24-hour emergency phone number. Emergency phone numbers can be placed on the bid sheet.
8. The City will award a 3 Year Contract:
 - Year 1 Contract period runs from January 1, 2025 thru December 31, 2025.
 - Year 2 Contract period runs from January 1, 2026 thru December 31, 2026
 - Year 3 Contract period runs from January 1, 2027 thru December 31, 2027.
9. **Annual charge may be billed monthly, 1/12 each month with an invoice number on each invoice submitted.**

BID PROPOSAL

TO: **CITY OF HANNIBAL** Hereinafter Called "OWNER"

PROPOSAL OF: _____
(Name and Address of Bidder)

EMERGENCY PHONE # _____

FOR: **MUNICIPAL REFUSE COLLECTION OF DUMPSTERS**

1. The plans for the proposed project are those prepared by the Department of Public Works, City Hall – 320 Broadway, Hannibal, Missouri which plans are designated as:
2. In submitting this proposal, the undersigned declares that the only persons or parties interested in the proposal as principals are those named herein; and that the proposal is made without collusion with any other person, firm, or corporation.
3. The undersigned further declares that the Bidding and Contract Documents, receipt of all which is hereby acknowledged, have been carefully examined and the undersigned is familiar with all conditions affecting the contract and the detailed requirements of the project, and understands that in making this proposal waives all right to plead any misunderstanding regarding the same.
4. The undersigned further understands and agrees, if this proposal is accepted, to furnish and provide all necessary machinery, tools, apparatus and other means of construction, and to do all of the work specified in the contract, in the manner and at the time prescribed, and in accordance with the requirements therein set forth.
5. The undersigned further understands and agrees that payment will be made as designated in the Instructions to Bidders.
6. The undersigned further agrees to the fullest extent permitted by law, to waive any claim it has or may have against the OWNER, and their respective employees, arising out of or in connection with the administration, evaluation, or recommendation of any bid; waiver of any requirements under the Bid Documents; or the Contract Documents; acceptance or rejection of any bids; and award of the Contract.
7. The undersigned further agrees to execute a contract for this work and present the same to the OWNER within *fifteen (15)* days after the date of notice of the award of the contract to him.
8. The undersigned further agrees to provide for and present within *fifteen (15)* days after the date of Notice of the Award, Insurance, Hold Harmless Agreement and a Hauler's license, satisfactory to and in the form prescribed by the OWNER.
9. The undersigned further agrees to begin work as specified in the Contract.

10. The undersigned submits herewith the following Prices covering the work to be performed under this contract.

ANNUAL CHARGE

1. Dumpsters	Base Year \$ _____ (2025)	Year 2 \$ _____ (2026)	Year 3 \$ _____ (2027)
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BIDDING SIGNATURE

(If an individual) Signature of Bidder _____ (SEAL)

Business Address _____

(If a co-partnership) Firm Name _____

Signed by _____ (SEAL)

Business Address _____

Insert Names and _____

Addresses of all _____

Members of the _____

Co-Partnership _____

(If a Corporation) Corporate Name _____

(Corporate
(SEAL) Signed by _____

Business Address _____

(Insert Names of _____ President

Officers) _____ Secretary

_____ Treasurer

SIGNED and SWORN to before me

this _____ day of _____, 20 _____

(NOTARY SEAL)

Notary Public

INSURANCE REQUIREMENTS

Contractor's and Subcontractor's Insurance

- 1.1 The contractor shall purchase and maintain such insurance as will protect him AND THE CITY OF HANNIBAL AS AN ADDITIONAL INSURED from claims set forth below which may arise out of or result from the Contractor's execution of the work, whether such execution be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
 - 1.1.1 Claims under Workmen's Compensation disability benefit and other similar employee benefit acts;
 - 1.1.2 Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees;
 - 1.1.3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;
 - 1.1.4 Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person; and
 - 1.1.5 Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

<p>1.2 CERTIFICATES OF INSURANCE, which are acceptable to the CITY shall be filed with the CITY prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be cancelled unless at least fifteen (15) days prior WRITTEN NOTICE has been given to the City. <i>The policy shall name as the insured the Contractor, and <u>must</u> name the City of Hannibal as Additional Insured. CERTIFICATE OF INSURANCE must have an "Additional Insured" Endorsement attached to the document. The policy <u>must</u> indicate the Project name.</i></p>

- 1.3 The Contractor shall procure and maintain, at his own expense, during the contract time, liability insurance as hereinafter specified:
 - 1.3.1 CONTRACTOR'S General Public Liability and Property Damage Insurance including vehicle coverage issued to the Contractor and protecting him from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the Contract Documents, whether such operations be by himself or by any Subcontractor under him, or anyone directly or indirectly employed by the Contractor, or by a Subcontractor under him. Insurance shall

be written with a limit of liability of not less than **\$1,000,000** for all damages arising out of bodily injury, including death, at any time resulting therefrom, sustained by any one person in any one accident; and a limit of liability of not less than **\$3,000,000** aggregate for any such damages sustained by two or more persons in any one accident. Insurance shall be written with a limit of liability of not less than **\$1,000,000** for all property damage sustained by one person in any one accident; and a limit of liability of not less than **\$3,000,000** aggregate for any such damage sustained by two or more persons in any one accident.

- 1.3.2 The Contractor shall acquire and maintain, **if applicable**, Fire and Extended Coverage insurance upon the project to the full insurable value thereof for the benefit of the CITY, the Contractor, and Subcontractors, as their interest may appear. This provision shall in no way release the Contractor or Contractor's surety from obligations under the Contract Documents to fully complete the project.
- 1.4 The Contractor shall procure and maintain, at his own expense, during the Contract time, in accordance with the provisions of the laws of the state in which the work is performed, **Workman's Compensation Insurance**, including occupational disease provisions, for all of his employees at the site of the project and in case any work is sublet, the Contractor shall require such Subcontractor similarly to provide Workman's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employs are covered by the protection afforded by the Contractor. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under Workman's Compensation Statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.
- 1.5 The Contractor shall secure, **if applicable**, "All Risk" type builder's risk insurance for work to be performed. Unless specifically authorized by the CITY, the amount of such insurance shall not be less than the Contract Price totaled in the bid. The policy shall cover no less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft, and smoke during the Contract time, and until the work is accepted by the CITY.



City of Hannibal

EXHIBIT A
AFFIDAVIT OF WORK AUTHORIZATION

Comes now _____ as _____
(Name) (Position Held)

First being duly sworn, on my oath, affirm _____
(Company Name)

is enrolled and will continue to participate in a federal work authorization program in respect to employees that will work in connection with the contracted services related to _____
_____ for the duration of the contract, if awarded
(Project Name)

in accordance with RSMo Chapter 285.530(2). I also affirm that _____
(Company Name)

_____ does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to _____
(Project Name)

_____ for the duration of the contract, if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statement made in this filing are subject to the penalties provided under Section 575.040, RSMo).

Signature (Person with Authority) Printed Name

Title Date

Subscribed and sworn to before me this _____ of _____, 20____. I am
Commissioned as a notary public within the County of _____, State of
_____, and my commission expires on _____, 20____.
