

**OTTAWA SANDUSKY SENECA COUNTY JOINT SOLID
WASTE MANAGEMENT DISTRICT**

**REQUEST FOR PROPOSALS
FOR
RECYCLING DROP-OFF SERVICES**



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I. INSTRUCTIONS FOR RESPONDING TO THE REQUEST FOR PROPOSALS (“RFP”)

A. Receipt and Opening of Responses

The Ottawa, Sandusky, Seneca County Joint Solid Waste Management District (the “District”) requests proposals from any interested party (referred to herein as the “Contractor”) for the provision of recycling drop-off services on the forms attached. All information must be appropriately and permanently filled in. It is the responsibility of the Contractor to submit its response at the main office of the Ottawa Sandusky Seneca County Joint Solid Waste Management District, 1875 E. State St., Fremont, Ohio 43420, prior to the time scheduled for the opening of responses.

The District will conduct a Non-Mandatory Pre-Proposal Meeting at 1:00 p.m., on Monday, July 17, 2017, at the OSS Solid Waste District offices, 1875 E. State Street, Fremont, Ohio. Contractors are encouraged to attend the meeting to address any questions concerning the requirements, conditions and specifications of this Request For Proposals. Contractors are required to notify the District whether they will attend the Pre-Proposal meeting not later than Friday, July 15 at 4:00 p.m. The District may refuse to respond to questions concerning the Request For Proposals by any means, including those presented electronically, by telephone, regular mail or in person, after the Pre-Proposal meeting. The District strongly discourages contractors from contacting the District’s staff with questions or other RFP-related communications outside of the Pre-Proposal Meeting, and may reject consideration of a proposal submitted by any Contractor that violates this admonition.

Responses will be received on or before August 4, 2017 at 10:00 a.m. at the Ottawa-Sandusky-Seneca Solid Waste District office at which time they will be publicly opened and tabulated. The public opening and tabulation of responses is for informational purposes only and is not to be construed as an acceptance or rejection of any response that is submitted.

The proposal must be submitted in two separately sealed envelopes labeled “STATEMENT OF QUALIFICATIONS AND EXPERIENCE” and “PRICE QUOTATION”. Both envelopes will then be placed into a third envelope labeled “RECYCLING DROP OFF SERVICES”. The proposal package will be submitted to:

**Ottawa, Sandusky, Seneca
Joint Solid Waste Management District**
1875 E. State Street
Fremont, OH 43420
Phone: 419.334.7222
Fax: 419.334.8626

B. Preparation of Responses

Proposals must address all specification requirements in the Statement of Qualifications. The successful Contractor will be required to comply with all requirements of the Contract, regardless of whether the Contractor had actual knowledge of the requirements and regardless of any statement or omissions made by the Contractor which might indicate a contrary intention. All price quotations submitted in response to the RFP must be provided on the attached price quotation form. All hi-lighted (yellow) blank spaces on the price quotation form must be completed in full, with ink or typewritten.

The District reserves the right to waive any informalities or irregularities and, at the Board's discretion, the District may consider any response not prepared and submitted in accordance with the provisions hereof. The District also reserves the right to reject any or all proposals. Any proposal may be withdrawn prior to the opening of the responses. Any proposal received after time and date set for the opening of as determined by District shall not be considered.

The Contractor must respond to all specifications contained in this document in the Contractor's STATEMENT OF QUALIFICATIONS AND EXPERIENCE package.

C. Quantities

There is a total of 174 District-owned 8-yard front-load containers at 41 recycling drop-off locations or "sites". The Contractor agrees the District may relocate any site and increase or decrease the number of sites or containers at a site to be serviced after execution of a Contract.

Please see Attachment G for tonnage collected at the sites over the last 24 months.

D. Scope of Work

The Scope of Work under the Contract shall consist of the items contained in the Contract Documents and reasonably implicit therein, including all incidentals necessary to fully complete said work in accordance with the Contract Documents. The objectives of the Contract shall be to offer the residents of the District the following:

- ✓ Quality recycling services;
- ✓ Timely, clean, and efficient pick-up;
- ✓ Competitive prices;
- ✓ Compliance with applicable federal, state, and local laws and regulations, including, but not limited to, the Ohio Revised Code (ORC) Chapter 3734,

Ohio Administrative Code Chapter 3745-27, the District's Solid Waste Management Plan, and local rules of the District;

- ✓ Accurate and timely reporting of tonnage recycled and disposed of;
- ✓ Accountable, consistent, predictable and reliable services;

The Contractor will provide the following services:

- ✓ Collection and hauling of Recyclable Materials from District recycling drop-off sites per Attachment F "Prescribed Collection Frequency". To constitute "service" of a site as it relates to the Contract, all containers must be emptied on each scheduled and agreed upon day of service.
- ✓ Processing of Recyclable Materials
- ✓ Weighing containers at each drop-off location (site) or weighing each truckload for reporting purposes
- ✓ Reporting to the District on a monthly basis the totals collected and recycled either 1) by day and site or 2) by day and not by site. Reports will be generated electronically in Microsoft Excel and emailed to the District.
- ✓ Removal of all Recyclable Materials from location including any other materials around the containers or that fall off of the containers during collection activities. Failure to do so will result in \$100 assessment by the District to the Contractor for each occurrence.
- ✓ Proper placement of recycling containers back to their original positions which is to include ensuring that the containers are evenly spaced with at least three (3) feet of distance between containers for side door access after emptying and ensuring that lids are in the closed position.
- ✓ Any additional recycling services or other benefits for the District that are offered in the Contractor's proposal and accepted by the District in its Contract award.

E. Conditions

Each Contractor shall become familiar with the conditions relating to the scope and restrictions attending the execution of the Scope of Work in the Contract. All proposing parties shall thoroughly examine and be familiar with the specifications.

The Contractor shall make its own determination as to the conditions that exist throughout the District, and shall complete the Scope of Work in and under conditions they actually encounter without extra cost to the District.

The Contractor's attention is directed to the fact that all applicable federal laws, state laws, municipal ordinances, District Rules, and the rules and regulations of all authorities having jurisdiction over the work to be performed, shall apply to the Contract throughout, and are incorporated into the Contract as if fully written therein. In performing the Scope of Work, Contractor shall comply with the District's solid waste management plan approved by Ohio EPA. The District does not assume any responsibility or liability resulting from the Contractor's failure to be acquainted with the amount or nature of the work required to complete the Contract in conformity with all requirements of the Contract.

F. Names, Address and Legal Status of Proposing Parties

Contractor's proposal must be properly signed in ink and the address of the proposing party given. The legal status of the proposing party, whether corporate, joint partnership, or individual, shall also be stated in the response.

Responses by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign the proposal), and attested by the secretary or assistant secretary of the corporation. The corporate address and state of incorporation must be provided. Each corporate Contractor must also submit evidence of good standing in the Contractor's state of incorporation and that the Contractor is qualified to conduct business in the State of Ohio, or that the Contractor will take all necessary steps to qualify to conduct business in the State of Ohio if the corporation is awarded the Contract. Failure to submit evidence of qualification to conduct business within the State of Ohio within fourteen (14) days after issuance of the Notice of Award shall terminate the award.

Proposals by a partnership or an individual will be required to state in the proposal the names of all persons interested therein. Proper evidence of the authority of the partner who signs the proposal must accompany the submission. The official address of the partnership must be shown below the signature. The place of residence of an individual Contractor, or the office address in case of a firm company, with county and state and telephone number, must be given after his signature.

If the proposing party is a joint venture consisting of a combination of any or all of the above entities, each joint venture shall execute the proposal.

Anyone signing a proposal as an agent of another or others must submit with the proposal legal evidence of his or her authority to do so.

G. Basis for Award

Ohio law does not require the District to perform a competitive bidding or selection process to award the Recycling Drop-off Services Contract. This RFP process is

being conducted solely for the convenience of the District and the general benefit of the District's residents. The District shall award the Contract to the party whose proposal is determined to be the most advantageous to the District by the District's Board of Directors (the "Board"), in the exercise of the Board's sole and absolute discretion. In determining which proposal is most advantageous to the District, the Board may consider any and all relevant criteria, regardless of whether one or more such criteria are specified in this RFP. The criteria that may be considered by the Board in determining which proposal is most advantageous for the District include, but are not limited to, the following:

1. The price quotation submitted by the Contractor;
2. The Contractor's equipment available for use in performing the obligation of the Contract;
3. The Contractor's financial strength and stability;
4. Standing to conduct business in the State of Ohio;
5. Experience in the collection of residential Recyclable Materials;
6. Business references pertaining to the provision of residential Recyclable Materials collection services for cities, villages, and townships;
7. Evidence of the Contractor's ability, as well as the ability of the Material Recovery Facility specified by Contractor in the proposal, to handle the volume of residential Recyclable Materials indicated by the District in the RFP;
8. The Contractor's past performance and/or service reputation and service capability;
9. Quality of the Contractor's staff or services;
10. Residents' and other customers' satisfaction with the Contractor's services;
11. The extent to which the Contractor's staff or services meet the District's needs;
12. Contractor's past relationship with the District;
13. Total long term cost to the District;
14. Any other relevant criteria listed elsewhere in this RFP or that the District may become aware of through any other source.

The Board reserves the right to reject any and all proposals, to waive any irregularities or informalities, and to negotiate final terms and conditions of the Contract, including, but not limited to, the Contract price with the Contractor that is selected by the Board to receive the Contract.

The Contractor must maintain its proposal for sixty (60) days following the date that proposals are publicly opened as determined by the District. The effective date of service will begin Monday, October 2, 2017.

H. Information Required to be Submitted in the State of Qualifications and Experience

The Contractor will be required to provide all of the following information in the Statement of Qualifications and Experience portion of the submitted proposal:

1. An itemized list of the Contractor's equipment available for use on the Contract;
2. A copy of the Contractor's latest available financial statement (or its parent corporation if individual subsidiary or division financial statements are not prepared and generally available) certified by a highly-experienced and reputable firm of independent certified public accountants;
3. Evidence the Contractor is in good standing in the State of Ohio, and in the case of corporation, organized under the laws of any other state, evidence the Contractor is licensed to do business in the State of Ohio or a sworn statement that Contractor will take all necessary action to become so licensed if its proposal is accepted;
4. Evidence in form and substance satisfactory to the District that the Contractor and its principals have at least 3 years' experience in the collection of residential Recyclable Materials. In addition, the Contractor must demonstrate that it has the experience to properly recycle residential MSW. This evidence and demonstration will be presented for at least three municipalities, townships, or comparable political subdivisions that the Contractor is currently under Contract;
5. The Contractor must submit at least three references as a part of demonstrating compliance with this section. The reference information must contain the contact, phone, address, City/Village/Township, type of program/services provided, number of routes, number of sites serviced each month, and any other pertinent information that demonstrates the necessary experience to perform satisfactorily under this Contract.
6. Evidence in form and substance satisfactory to District that the Contractor has the capacity to accommodate the additional anticipated volume for a

minimum of five (5) years at the Material Recovery Facility (MRF) indicated in the proposal.

7. In the event the District shall require additional certified supporting data regarding the qualifications of the contractor, in order to determine whether the Contractor is qualified, the Contractor may be required to furnish any or all of the following information:
 - a. Evidence the Contractor is capable of commencing performance as required in the Contract Documents.
 - b. Evidence in form and substance, satisfactory to the District, the Contractor possesses sufficient experience in managerial and financial capabilities to perform all phases of the work called for in the Contract Documents.
 - c. Such additional information as will satisfy the District that the Contractor is adequately prepared to fulfill the Contract.
 - d. The Contractor may satisfy any or all of the experience and qualification requirements of this paragraph by submitting the experience qualifications of a parent organization and subsidiaries of the parent.
8. Submission of unit prices for all requested price sections on the price quotation form.
9. Submission of all required information, certifications, and form as required by the specifications contained therein.

The District may conduct any investigation deemed necessary to assist in the evaluation of any proposal and to establish the qualifications and financial ability of any Contractor to perform the obligations of the Contract.

I. Disqualification of Proposals

Any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Contractor and the rejection of the proposal:

1. Evidence of collusion among Contractors.
2. Lack of competency as revealed by financial statements, experience or equipment statements as submitted or other factors.
3. Lack of responsibility as shown by past work, judged from the standpoint of workmanship as submitted.

4. Default on any previous municipal contract for failure to perform.
5. Non-responsive proposal.
6. Price quotation considerably and inexplicably lower than the median of other quotations received.

J. Term of Contract

Proposals must be submitted on the basis of a three (3) year Contract with two (2) one (1) year options. The District reserves the exclusive right to accept or reject one (1) or both option years after the three (3) year Contract expires.

K. Form of Proposal

Proposals must include the base rate per container serviced or Rate Per Tip for both weight (data) collection methods for each of the (3) contract years and each of the (2) option years in order to be deemed responsive.

L. Performance

The work shall be accomplished in such a manner so as not to create any nuisance. If at any time the Contractor fails to maintain the Prescribed Collection Frequency (as detailed in Attachment F), the Contractor shall notify the District as to the reason and the anticipated length of such delay. If at any time, the Contractor fails to maintain the regular collection schedule for a period of one (1) day, the District may, at its sole discretion, provide for the collection of such Recyclable Materials as it may determine. The Contractor shall reimburse the District for the cost of such collection upon demand. The Contractor shall, upon request from the District, immediately resolve any and all complaints. In the event of a difference of opinion as to the validity of any complaint, the determination of the District shall be final.

If the Contractor fails to perform any material terms, conditions or provisions of the Contract, including but not limited to the Scope of Work, the District shall provide notice to the Contractor describing such failure and giving the Contractor ten (10) days to cure the failure and provide the District with written confirmation of the Contractor's cure and actions taken by the Contractor to prevent a recurrence of such failure. If the Contractor fails to cure within ten (10) days, then the District reserves the right to terminate the Contract and hold the Contractor and its surety liable for any and all damages that the District may suffer by virtue of the termination of said Contract.

M. Performance Assurance

The Contractor shall immediately report to the District any notice or order from any

government agency or court or any event, circumstance or condition which may adversely affect the ability of the Contractor to fulfill its obligations hereunder. If upon the receipt of such report or upon the District's own determination that any such notice, order, event, circumstance or condition adversely affects the ability of the Contractor to fulfill its obligations hereunder, the District shall have the right to demand adequate assurance from the Contractor that the Contractor is able to fulfill its obligations. Upon receipt by the Contractor of any such demand, the Contractor shall, within ten (10) days of such demand, submit to the District a written response to the demand. In the event the District does not agree that the Contractor's response provides adequate assurance of future performance to the District and its residents, the District may in the exercise of its sole discretion seek substitute or additional sources for the provision of recycling drop-off services provided by the Contractor, declare the Contractor is in default of its obligations under the Contract, or take such other action the District deems necessary to assure the recycling drop off services to be provided herein are available to the District and its residents.

N. Environmental Indemnification

The Contractor shall save, indemnify, and hold the District, its board of directors, employees and agents (collectively the District indemnitees) harmless from any and all liabilities, claims, demands, causes of action penalties, judgments forfeitures, liens, suits, costs and expenses whatsoever (including those arising out of death, injury to persons, or damage to or destruction of property), and the costs and expenses incident thereto (including but not limited to reasonable attorneys' fees), which any District indemnitee may hereafter incur, become responsible for, or pay out for, resulting from any contamination of or adverse effects on the environment, or any violation of governmental laws, regulations, or orders, in each case, to the extent caused by the Contractor's negligence or willful misconduct relating to the collection, transportation, handling or processing of recyclable materials or the operation of a materials recovery facility. Any District indemnitee shall promptly notify Contractor of any assertion of any claim against it for which it is entitled to be indemnified hereunder, shall give the Contractor the opportunity to defend such claim, and shall not settle such claim without the approval of the Contractor. This paragraph shall survive expiration or termination of the Contract.

O. Court and Law

The Sandusky County Court of Common Pleas shall be the exclusive jurisdiction for any action of proceedings concerning any agreement or performance under the Contract Documents or in connection with the Contract. In any such action or proceeding the Contract Documents shall be construed in accordance with the laws of the State of Ohio which shall govern to the exclusion of the law of any other forum.

II. DEFINITIONS

Recyclable Materials

At a minimum for this contract: Glass beverage bottles and food jars, corrugated cardboard, magazines, newspaper, office paper, (aseptic) cartons, plastic (#1 and #2) containers in bottle or jug form and plastic (#3, #4, and #5) food containers, aluminum cans, and bi-metal or steel cans. Plastic containers used for motor oil, antifreeze, pesticides, or herbicides are excluded.

Co-mingled or Single Stream

Refers to Recyclable Materials collected that are not separated by category or classification.

Prescribed Collection Frequency

The scheduled day(s) that sites are to be serviced within a weekly timeframe. These days are specified in Attachment F.

Weekly Service Requirements

The Contractor is required per a written agreement with the District to follow the Prescribed Collection Frequency and service all containers on site during the noted days of service.

Material Recovery Facility

A facility that accepts only source-separated residential Recyclable Materials for the purposes of further separation and preparation for the commodity markets, and complies with the definition of "legitimate recycling facility" set forth in Ohio Administrative Code Rule 3745-27-01(L)(2).

Contract Documents

The Request For Proposals, Instructions For Responding To The Request For Proposals, Contractor's proposal (Statement of Qualifications and Experience and Price Quotation), general specifications, the Contract, performance bond, non-collusion affidavit, personal property affidavit and any addenda or changes to the foregoing documents agreed to by the District and the Contractor.

Contractor

The person, corporation or partnership submitting a response to this Request For Proposals and, if awarded the Contract, performing recycling collection and processing under a Contract with the District.

MSW

Shall have the same meaning as the definition of "solid waste" set forth in Section 3734.01(E) of the Ohio Revised Code.

Scope of Work

The work under the Contract shall consist of the items contained in the Contract Documents and reasonably implicit therein, including all the supervision, materials, equipment, labor, adherence to the Prescribed Collection Frequency (collection schedule), and all other items necessary to complete said work in accordance with the Contract Documents.

Container

The term for the 8-yard front load containers or dumpsters that will be serviced or “tipped” per the Contract Documents.

Tip

The service or emptying of a single Container at a single site on a single occasion. Example: A site with 3 Containers serviced at a frequency of twice per week would have six (6) “Tips” per week.

Rate Per Tip

The contracted dollar amount for the service or emptying of a single Container at a single site on a single occasion. Billing will be determined by multiplying this rate (including a fuel adjustment) by the number of “Tips” in a given month.

III. Scope of Work

A. Type of Recycling Drop-Off Collection

1. Service Provided

The base service will consist of the Contractor collecting, hauling and processing Recyclable Materials from District provided Single Stream drop-off centers located in Ottawa, Sandusky and Seneca counties. At a minimum, the drop-offs will accept the following materials:

- a. Plastic (#1 and #2) containers in bottle or jug form and plastic (#3, #4, and #5) food containers
- b. Glass beverage containers and food containers
- c. Aluminum, bi-metal, ferrous and non-ferrous beverage containers and food containers
- d. Newspaper, mixed paper, cardboard, paperboard, junk mail, office paper, magazines, and (aseptic) cartons

Contractor will collect all acceptable Recyclable Materials from the District provided drop-off sites as a Single Stream per the Prescribed Collection Frequency. All District-provided recycling drop-off sites will have District owned recycling Containers that will be maintained by the District.

Contractor is responsible for providing front load collection and recycling services per Attachment F “Prescribed Collection Frequency”. To constitute “service” of a site, all containers at the site must be emptied on each scheduled and agreed upon day of service. Charges shall be based on a Rate Per Tip over a monthly period.

2. Locations of Drop-Off Sites

Refer to Attachment F “Prescribed Collection Frequency” for a detailed listing of all drop-off locations and the number of containers to be serviced at each site.

B. Operations

1. Hours of Operation

All sites are open to the public daily during daylight hours. Service of the sites should be done during reasonable hours, generally regarded as 6 a.m. until 9 p.m. The Danbury and Ballville Township sites are located in residential areas and, therefore, shall not be serviced before 6 a.m. or after 9 p.m.

2. Maintenance of Drop-Off Area

The Contractor will be responsible for maintaining the drop-off area including:

- a. Removal of all Recyclable Materials from location including those materials around the Containers or that fall off of the Containers during collection activities; failure to do so will result in a \$100 assessment to the Contractor for each occurrence.
- b. Proper placement of recycling Containers back to their original positions which is to include ensuring that the Containers are evenly spaced with at least three (3) feet of distance between Containers for side door access after emptying and ensuring that lids are in the closed position.
- c. Notifying the District of any unusual circumstances.

If the District determines that Contractor’s failure to remove materials from a drop-off location warrants a \$100 assessment, the District shall notify Contractor of the assessment and the reasons therefore, and may impose the

assessment by invoicing the Contractor or as an itemized offset against the District's payments to the Contractor.

3. Holidays

The following shall be holidays for purposes of the Contract:

New Year's Day	Labor Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Contractor may observe only the above-mentioned holidays by suspension of collection service on the holiday, but in no way does this relieve the Contractor of its obligation to provide collection service per the Prescribed Collection Frequency (see Attachment F) in this document. As an example, a site scheduled for MWF service would require service 3 times on non-consecutive days during the holiday week.

Capacity issues may arise over these holidays as both waste generation and days between service increase. At its discretion, the District may on a temporary and short-termed basis, place additional containers at sites having a history of exceeding capacity over these holidays. The Contractor will charge the District at the contracted Rate Per Tip for the additional containers on site. The Contractor will work with the District to assure extra containers are picked up shortly after service of a site has been completed. This will be done to avoid sending out partially filled containers for the following holiday.

4. Complaints

All complaints shall be made directly to the District and will be relayed back to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed scheduled collections, the District and Contractor shall investigate and if such allegations are verified, shall arrange for the collection of Recyclable Materials not collected within 24 hours after the complaint is received.

5. Collection Equipment

The Contractor shall provide an adequate number of vehicles for regular collection services. All vehicles will be less than five years old, and shall be kept in good repair, appearance, and in sanitary condition at all times. Each vehicle shall have clearly visible on each side, the identity and telephone number of the Contractor. Each vehicle must have the ability to weigh each Container collected from each recycling drop-off site.

6. Office

The Contractor shall maintain an office or such other facilities for the purposes of periodic communication. It shall be equipped with sufficient telephones and shall have a responsible person in charge from 8:00 a.m. to 4:00 p.m. on regular collection days.

7. Hauling

All Recyclable Materials hauled by the Contractor shall be so contained that leaking, spilling or blowing are prevented.

8. Material Recovery Facility

All Recyclable Materials collected by Contractor shall be hauled to a Materials Recovery Facility. The Contractor must identify on the Price Quotation Form the Material Recovery Facility to which the Contractor will deliver all Recyclable Materials collected under this Contract for processing. If the location of the Materials Recovery Facility will change during the term of the Contract, the Contractor must so indicate on the Price Quotation Form, the Contractor will state the period of time the specified Material Recovery Facility will be used and guarantee same to the District. The cost for processing shall be included as part of the Rate Per Tip price specified on the Price Quotation Form.

9. Damage to Containers

Damages to the containers owned by the District beyond normal wear and tear including, but not limited to, dents, punctures, and bent structural members during the servicing of containers must be repaired at the Contractor's expense within 30 days of occurrence. If the Contractor fails to repair the damage within the 30 day period the District may repair the damage and bill the Contractor for the actual cost of repairs or offset the District's cost of such repairs from any amounts the District may owe to the Contractor.

10. Additional Services

The Contractor will respond to additional calls for service outside of the regularly scheduled frequency developed in Attachment F "Prescribed Collection Frequency". Such additional service shall be billed as additional "Tips" at the Rate Per Tip price shown in Attachment B "Price Quotation Form".

IV. CONTRACT ITEMS

A. Compliance with Laws

The Contractor shall conduct operations under this Contract in compliance with all applicable laws.

B. Effective Date

The Contract shall be effective upon the execution of the Contract and, unless otherwise agreed to in writing by the Contractor and the District, performance of such Contract shall begin on:

Monday, October 2, 2017

C. Nondiscrimination

The Contractor shall not discriminate against any person because of race, sex, age, creed, color, religion or national origin.

D. Indemnification

The Contractor will indemnify, save harmless, and exempt the District, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney fees incident to any work done in the performance of this Contract arising out of a willful or negligent act or omission of the Contractor, its officers, agents, servants, or employees; provided that the Contractor shall not be liable for any suits, damages, cost, expenses and attorney fees arising out of willful or negligent act or omission of the, the District, its officers, agents servants, and employees.

E. Insurance

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

<u>Coverage</u>	<u>Limits of Liability</u>
Workmen's Compensation	Statutory
Bodily injury Liability except Automobile	\$1,000,000 each occurrence
Property Damage Liability Except Automobile	\$1,000,000 each aggregate
Automobile Bodily Injury Liability	\$500,000 each occurrence
Excess Umbrella Liability	\$500,000 each aggregate
	\$1,000,000 each person
	\$1,000,000 each occurrence
	\$5,000,000 each occurrence

F. Bond/Affidavit

Performance Bond

1. Within ten (10) days after receiving the Notice of Award, the Contractor will be required to furnish a payment and performance bond meeting the requirements of Section 153.54 of the Ohio Revised Code with a corporate surety satisfactory to the District as security for the performance of this Contract. This bond must be in the amount of one hundred percent (100%) of the amount of the Contract for the first year and one hundred percent (100%) of each subsequent year of the Contract prior to the anniversary date of the Contract, including any renewal terms.
2. Premium for the bond(s) described above shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond.
3. The surety on the bond shall be a duly authorized corporate surety company authorized to do business in the State of Ohio.

G. Power of Attorney

Attorneys-in-fact who sign bonds or Contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

H. Basis and Method of Payment

The Contractor will invoice the District on a monthly basis for collecting Recyclable Materials at all drop-off sites for the month per the quoted Rate Per Tip multiplied by the number of tips performed in the month being billed and further multiplied by the fuel adjustment detailed below. Payment will be made upon satisfaction of all requirements of this Contract including a completed Attachment C "Monthly Reporting Form".

I. Fuel Adjustments

The District understands the cost of fuel will likely be variable throughout the length of the contract term. However, in order to best evaluate competing proposals, the District has proposed a single Fuel Price Adjustment provision contained in this RFP, which the Contractor must accept. Alternative proposed fuel price adjustment formulas submitted by Contractor are permissible but will be considered an alternative proposal and not a conditional proposal. Any alternative proposal must be accompanied by a standard proposal, i.e. shall not be submitted as a stand-alone proposal.

The Contractor will apply a fuel adjustment to each monthly invoice if the price of diesel fuel increases or decreases over the established base price during the term of this contract. The established base price of diesel fuel is \$2.39 per U.S. gallon. This was the price of diesel fuel for the last Monday of June, 2017 (6/26/17) as reported by the U.S. Department of Energy, Energy Information Administration

(EIA) Midwest On-Highway Retail Price for No. 2 Diesel Ultra Low Sulfur (0-15 ppm).

Any fuel adjustment shall be applied as either a credit or a charge as a separate line item on the invoice, using the following Fuel Adjustment Table provided below. To determine if a fuel adjustment is warranted, the Contractor and the Districts will use the price index published on the US Department of Energy website www.eia.doe.gov. The price to be used is the EIA Midwest On-Highway Retail Price for No. 2 Diesel Ultra Low Sulfur (0-15 ppm).

The fuel adjustment may only be applied to the difference in the base price of \$2.39 per gallon as posted for the last Monday prior to the billing month. The adjustment equals 0.5% for every \$.10 increase or decrease in the per gallon price of fuel above the base price. To calculate the adjustment, multiply the applicable adjustment percentage as shown in the following table to the total monthly invoice. This amount should be applied as a credit on the invoice if the price of fuel decreases from the base price; alternately, this amount should be applied as a charge on the invoice if the price of fuel increases over the base price. The Fuel Adjustment formula will continue to be applied at the same incremental rate if the fuel price continues to rise above or below the prices indicated on the table.

Fuel Cost Weekly EIA Midwest On-Highway Retail Diesel Price	Applicable Adjustment %
\$1.30 - \$1.39	-5.00%
\$1.40 - \$1.49	-4.50%
\$1.50 - \$1.59	-4.00%
\$1.60 - \$1.69	-3.50%
\$1.70 - \$1.79	-3.00%
\$1.80 - \$1.89	-2.50%
\$1.90 - \$1.99	-2.00%
\$2.00 - \$2.09	-1.50%
\$2.10 - \$2.19	-1.00%
\$2.20 - \$2.29	-.50%
\$2.30 - \$2.39	Base Price
\$2.40 - \$2.49	+.50%
\$2.50 - \$2.59	+1.00%
\$2.60 - \$2.69	+1.50%
\$2.70 - \$2.79	+2.00%
\$2.80 - \$2.89	+2.50%
\$2.90 - \$2.99	+3.00%
\$3.00 - \$3.09	+3.50%
\$3.10 - \$3.19	+4.00%
\$3.20 - \$3.29	+4.50%
\$3.30 - \$3.39	+5.00%

J. Transferability of Contract

No assignment of the Contract or any right accruing under this Contract shall be made in whole or in part by the Contractor without consent of the District, which consent shall not be unreasonably withheld; in the event of any assignment, the assignee shall assume the liability of the Contract.

K. Subcontracting

The District prohibits the use of subcontractors for the removal of Recyclable Materials. The Contractor may request exception to this section when it becomes necessary to complete collection to an existing route due to unusual circumstances.

L. Ownership

Title to Single Stream Recyclable Materials shall pass to the Contractor when placed in Contractor's collection vehicle, removed by Contractor from a Container, or removed by Contractor from the site, whichever last occurs.

M. Notification

The Contractor shall notify the District in writing immediately for any of the following items:

1. Notice of violation at the designated MRF(s) chosen to comply with this Contract;
2. Notice of violation against the Contractor and or its subcontractors;
3. Service disruption in any form for recycling pick-up and or recycling processing;
4. Labor contract expirations/strikes that will affect the service of this Contract;
5. Contractor's non-performance with any part of this Contract;

The Contractor shall give 120 days' notice in writing to the District if for any reason the Contractor intends to not fulfill this Contract in its entirety.

N. Reporting

The Contractor shall provide monthly tonnage reports for all Recyclable Materials collected. The reports shall accompany or be received in advance of the monthly service invoices to the District. The following criteria must be followed:

1. The Contractor shall be responsible for the cost inherent in documenting and reporting all Recyclable Materials pickups by number and frequency within the District and shall report such results to the District on a monthly basis.
2. The Contractor is to provide monthly reports to the District listing tonnage of Recyclable Materials removed from the waste stream. This information shall capture weights in one of two ways, by site or by truckload, and be in sufficient detail as to enable the District to determine compliance with Ohio EPA solid waste reporting. Attachment C “Monthly Tonnage Report” provides sample formats for each weight-capturing method. Because the methods may impact operating costs differently, the District is requiring the Contractor to offer a Rate Per Tip for each. To be considered responsive to the request, the Contractor must offer pricing for both data collecting methods.

The District will choose, at its own discretion, either the “collecting weights by site” method or the “collecting weights by truckload” method and remain exclusive to that method through the duration of the Contract. Certification of recycled tonnage is the responsibility of the Contractor. The report will be submitted on a Microsoft Excel spreadsheet. The District will provide a spreadsheet template upon the request of the Contractor.

3. When signing the Contract, the Contractor shall provide the District with a routing schedule which specifies the frequency and routing of pickups, i.e. the Prescribed Collection Frequency that includes approximate times of day for service at each site, so the District may address any concerns raised by the pickup locations. The Contractor shall implement the routing schedule in accordance with the terms and conditions of the Contract Documents. The Contractor will provide a new routing schedule any time significant changes, i.e. changes that would adjust a site’s day of service or estimated time of service, are made to the schedule.

As a required document to be included with the submission of the Contractor’s Proposal, the Contractor shall provide an informal routing schedule. This schedule shall offer the same details and adhere to the same guidelines, i.e. follow the Prescribed Collection Frequency and include approximate times of day for service at each site, as the finalized or contracted routing schedule. If, in finalizing the routing schedule prior to signing the Contract, the Contractor’s routing schedule substantially deviates from the informal routing schedule without adequate justification and the consent of the District, the Board reserves the right to terminate the award, and to award the contract to another party that submitted a qualifying proposal, or to reject all of the proposals.

END OF DOCUMENT

**ATTACHMENT A
CONTRACTOR INFORMATION SHEET**

Local Service Center/Office Information:

Name of Company: _____
Local Address: _____

Contact Person: _____ Title: _____
Phone: _____ Fax: _____
E-Mail: _____

Corporate/Headquarters Information:

Address: _____

Phone: _____ Fax: _____
President: _____
Controller: _____

Business Type: Corporation: _____ Limited Liability Company: _____
Joint Venture: _____ Other: _____
Publicly Held Company: _____ Privately Held Company: _____

Partnership: _____ List all Partners/Individuals with >10%
Interest: _____

If awarded this Contract, is the local office or corporate headquarters responsible and liable for the Contract? _____

Signed by Corporate Officer or Designee: _____

Date: _____

ATTACHMENT B PRICE QUOTATION FORM

All price quotations must be submitted to be considered responsive to the scope of work. All prices shall include local and state fees, labor, transportation, Recyclable Materials processing, overhead, insurance, performance bond and all other costs associated with performing the service. A fuel adjustment can be applied to the monthly invoiced amount based on the adjustment structure provided in the RFP.

The upper table illustrates how a monthly billing estimate will be calculated. The Contractor is required to fill out the hi-lighted cells in the lower table labeled “Rate Per Tip”. The 5-year average will be used to compare pricing between proposals.

Contract Year	Rate Per Tip	Estimated Monthly Quote*
Example	\$100.00	\$192,400.00

* “Estimated Monthly Quote” is determined by multiplying “Rate Per Tip” by 1,924 or the average number of tips per month based on the current service schedule. A fuel adjustment % will be applied as dictated by the price index.

Contract Year	Rate Per Tip (Collecting Weights by Site)	Rate Per Tip (Collecting Weights by Truckload)
1	\$	\$
2	\$	\$
3	\$	\$
4 (option year)	\$	\$
5 (option year)	\$	\$
5-Yr. Avg.	\$	\$

Note: Actual monthly invoice amounts as compared to the “Estimated Monthly Quote” will vary and will presumably be lower during months with fewer service days or without major holidays (e.g. February) but higher during months when extra containers will be placed to accommodate holiday scheduling (e.g. January, May/June, July, September, November and December). Continued volume growth requiring added capacity, the addition or removal of drop-off sites, and fluctuations in the diesel fuel price index will further effect the actual monthly invoice amount.

Material Recovery Facility (Refer to Page 17 of RFP.)

[illegible]

ATTACHMENT C
MONTHLY TONNAGE REPORT BY TRUCKLOAD

June 2017			
Date		Weight of Material in pounds	Notes
1	Th		
2	F		
3	Sa		
4	Su		
5	M		
6	T		
7	W		
8	Th		
9	F		
10	Sa		
11	Su		
12	M		
13	T		
14	W		
15	Th		
16	F		
17	Sa		
18	Su		
19	M		
20	T		
21	W		
22	Th		
23	F		
24	Sa		
25	Su		
26	M		
27	T		
28	W		
29	Th		
30	F		

ATTACHMENT D CONTRACT

THIS AGREEMENT made and entered into, this ____day of _____, 2017 by and between (Insert Contractor name and address), hereinafter called the "Contractor" and the Board of Directors of the Ottawa, Sandusky, Seneca Joint Solid Waste Management District, State of Ohio, hereinafter collectively called the "Board" or the "District"

WHEREAS, the District has voluntarily conducted a Request for Proposals for Recycling Drop-Off Services (the "Work") for the purpose of awarding this Agreement to perform the Work; and

WHEREAS, the Request For Proposals For Recycling Drop-Off Services includes all of the Contract Documents, including the Instructions for Responding to the Request for Proposals, General Specifications, the Contractor's proposal (Statement of Qualifications and Experience and Price Quotation), the Contract, performance bond, non-collusion affidavit, personal property affidavit and any addenda or changes to the foregoing documents agreed to by the District and the Contractor, which are incorporated by reference in this Agreement as if fully set forth herein; and

WHEREAS, the Board evaluated the proposals submitted in response to the Request for Proposals and determined that Contractor's proposal is the most advantageous to the District and the District's residents.

NOW, THEREFORE, in consideration of the promises and mutual covenants herein contained, the Contractor and the District incorporate the foregoing recitals hereby agree as follows:

ARTICLE I. SCOPE OF WORK; TERM. The Contractor shall furnish all of the materials and perform all of the services and do everything else reasonably required to complete the Work known as recycling drop-off services for a term of three (3) years as described in the Request for Proposals for Recycling Drop-Off Services and the Contractor's proposal which has been accepted by the District.

ARTICLE II. CONTRACT SUM. For the performance of the Work, the District shall pay to the Contractor, the price quoted in Contractor's proposal, subject to additions, deductions and adjustments provided therein and in the Request For Proposals.

ARTICLE III. COMPONENT PARTS OF THE CONTRACT. This Agreement consists of the attached Contract Documents which are as fully a part of this Contract as if set out verbatim.

ARTICLE IV. REPRESENTATIONS. By signing this Agreement, Contractor represents and warrants that it has all requisite authority to enter into this Agreement as its binding legal obligation.

(Insert Contractor Name).

Ottawa, Sandusky, Seneca Joint Solid Waste
Management District

By:_____

By:_____

Date:_____

Date:_____

ATTACHMENT E CONTRACTOR EVALUATION

Qualifications and Experience Check List

DOCUMENTS	PROPOSAL #1	PROPOSAL #2	PROPOSAL #3
Submitted Bid Bond			
General and Liability Insurance Limits			
Submitted Property Tax Delinquency Form			
Submitted Non-Collusion Affidavit			
Proof of State of Ohio Workers Compensation Compliance			
Financial Stability of Contractor			
3 Positive Reference Review			
Demonstration of Available Equipment for Contract			
Licensed to Work In Ohio			
In Good Standing with the State of Ohio			
Proposed Material Recycling Facility and Capacity			
Any Past Notices of Violations			
Deficiencies			
Approved for Price Quotation Evaluation			

* This check list is not intended to be exhaustive. The District reserves the right to consider any and all relevant information whether or not it is listed above.

Price Quotations: 5-Year Average

SERVICE	PROPOSAL # 1	PROPOSAL # 2	PROPOSAL # 3
Front Load Single Stream Recycling Collection	\$	\$	\$

Continued

Qualifications and Experience Check List

DOCUMENTS	PROPOSAL #4	PROPOSAL #5	PROPOSAL #6
Submitted Bid Bond			
General and Liability Insurance Limits			
Submitted Property Tax Delinquency Form			
Submitted Non-Collusion Affidavit			
Proof of State of Ohio Workers Compensation Compliance			
Financial Stability of Contractor			
3 Positive Reference Review			
Demonstration of Available Equipment for Contract			
Licensed to Work In Ohio			
In Good Standing with the State of Ohio			
Proposed Material Recycling Facility and Capacity			
Any Past Notices of Violations			
Deficiencies			
Approved for Price Quotation Evaluation			

* This check list is not intended to be exhaustive. The District reserves the right to consider any and all relevant information whether or not it is listed above.

Price Quotations: 5-Year Average

SERVICE	PROPOSAL # 4	PROPOSAL # 5	PROPOSAL # 6
Front Load Single Stream Recycling Collection	\$	\$	\$

ATTACHMENT F
PRESCRIBED COLLECTION FREQUENCY

SITE NAME AND ADDRESS: OTTAWA COUNTY	NO. OF CONTAINERS	FREQUENCY OF SERVICE*	TOTAL TIPS
Allen Twp. Garage, 4791 N. Genoa-Clay Center Road, Williston, OH 43468	7	3	21
Bay Twp. Garage, 4431 W. Fremont Road, Port Clinton, OH 43452	3	2	6
Benton Twp. Garage, 1670 Walker Street, Graytown, OH 43432	5	2	10
Carroll Twp. Garage, 11080 W. Toussaint Road, Oak Harbor, OH 43449	3	2	6
Catawba Island Twp. Garage, 4760 E. Cemetery Road, Port Clinton, OH 43452	11	3	33
Clay Twp. Garage, 21774 W. Holts E. Road, Genoa, OH 43430	7	3	21
Danbury Twp. Police, 419 Bridge Rd, Lakeside Marblehead, OH 43440	9	3	27
Erie Twp. Garage, 5525 W. Harbor Road, LaCarne, OH 43439	3	2	6
Harris Twp. Garage, Corner of State Route 51 & Luckey Avenue, Elmore, OH 43416	4	3	12
Portage Twp. Garage, 2501 E. State Road, Port Clinton, OH 43452	3	3	9
Port Clinton City Hall, 1868 E. Perry Street, Port Clinton, OH 43452	6	3	18
Salem Twp. Garage, 11650 W. Portage River Road South, Oak Harbor, OH 43449	7	3	21

*Frequency of Service refers to the number of times a site will be serviced over a one-week timeframe (Monday thru Saturday). Service shall not be established on consecutive days for any site whose frequency is 3x per week. For sites whose frequency is 2x per week, there shall be no fewer than 2 days of non-service between those service days. For example, a 3 day per week service would be done on MWF or TRS and a 2 day per week service would be done on MR, TF, or WS. One day per week service can be done on any day of the week.

SITE NAME AND ADDRESS: SANDUSKY COUNTY	NO. OF CONTAINERS	FREQUENCY OF SERVICE*	TOTAL TIPS
Ballville Twp. Maintenance Garage, 1823-1899 Cemetery Road, Fremont, OH 43420 (corner of Oakwood St.)	13	3	39
District Recycling Center, 1518 E. County Road 113, Green Springs, OH 44836	3	1	3
Green Creek Twp. Garage, 3106 Limerick Road, Clyde, OH 43410	6	3	18
Helena Sewer Plant, 219 County Road 72, Helena, OH 43435	1	1	1
Jackson Twp. Garage, 1364 County Road 39, Burgoon, OH 43420 (between SR 590 intersections running N-S)	4	2	8
Madison Twp. Garage, 601-873 N. Bair Road, Gibsonburg, OH 43431	4	2	8
Rice Twp. Garage, 142 County Road 119, Fremont, OH 43420	2	2	4
Riley Twp. Garage, 3109 State Route 412, Fremont, OH 43420	3	2	6
Sandusky Twp. Garage and Fire Station, 2207 Oak Harbor Road, Fremont, OH 43420	5	3	15
Scott Twp. Garage, 1400-1420 S. Anderson Road, Helena, OH 43435	2	2	4
Townsend Twp. Garage, 1699 County Road 294, Vickery, OH 43464	2	2	4
Woodville Twp. Garage, 761 E. Main Street, Woodville, OH 43469	5	2	10
York Twp. Garage, 1586 W. Main Street, Bellevue, OH 44811	4	2	8

SITE NAME AND ADDRESS: SENECA COUNTY	NO. OF CONTAINERS	FREQUENCY OF SERVICE*	TOTAL TIPS
Adams Twp. Garage, 8998 E. Twp. Road 148, Republic, OH 44867 (corner of TR 148 and TR 179)	2	2	4
Attica Village Water Plant, 4485 Columbus-Sandusky Road (Route 4), Attica OH 44807	3	3	9
Bettsville Village, 308 Emma St, Bettsville, OH 44815	2	1	2
Big Springs Twp. Garage, 7949 W. County Road 10, New Riegel, OH 44853	4	3	12
Bloom Twp. Garage, corner of Lovers Lane and East Twp Road 62, Bloomville, OH 44818	3	2	6
Clinton Twp. Garage and Fire Station #1, 837 N. State Route 101, Tiffin, OH 44883	3	3	9
Clinton Twp. Fire Station #2, US 224 and SR 100, Tiffin, OH 44883	7	3	21
Eden Twp. Garage, 6571 S. State Route 100, Tiffin, OH 44883	3	2	6
Hopewell Twp. Garage, 5281 W. Twp. Rd. 112, Bascom, OH 44809	3	3	9
Jackson Twp. Garage, 10014 W. Co. Rd. 28, Fostoria, OH 44830	4	2	8
Liberty Twp. Garage, Corner of W. Twp. Rd. 152 (Feaselburg Rd.) & Co. Rd. 11, Bettsville, OH 44815	4	2	8
Loudon Twp. Garage, 9970 W. Twp. Road 112, Fostoria, OH 44830	4	3	12
Pleasant Twp. Garage, Twp. Rd. 15 west off Twp. Rd. 73, Old Fort, OH 44861	3	2	6
Reed Twp. Garage, OH-162, Center Heights Rd & N Twp. Rd 81, Reed Township, OH 44807	3	2	6
Scipio Twp., 302 East Street, Republic, OH 44867	2	2	4
Thompson Twp. Garage, 15909 Jefferson Street, Flat Rock, OH 44828	2	2	4

ATTACHMENT G
DATA FOR CURRENT COLLECTION PROGRAM

Site	Population	May '15 thru Apr '16	May '16 thru Apr '17	Growth
Attica / Venice	1,715	171,029	158,209	-7%
Scipio Twp	1,689	70,575	74,796	6%
Adams Twp	1,286	47,745	53,295	12%
Thompson Twp	1,413	70,304	69,208	-2%
York Twp	2,479	125,835	150,265	19%
Green Creek Twp	3,491	176,690	207,494	17%
Riley Twp	1,206	71,900	80,031	11%
Townsend Twp	1,587	58,251	64,478	11%
Danbury Twp	5,069	492,790	514,846	4%
Catawba Twp	3,548	518,781	560,139	8%
Portage Twp	1,274	126,131	145,550	15%
PC Complex	n/a	356,286	340,546	-4%
Salem Twp	2,578	340,817	341,457	0%
Carroll Twp	2,113	120,185	118,287	-2%
Benton Twp	2,204	203,683	204,038	0%
Allen Twp	3,477	259,628	275,960	6%
Clay Twp	2,697	342,340	339,841	-1%
Harris Twp	1,596	227,440	231,018	2%
Woodville Twp	1,252	93,144	122,497	32%
Madison Twp	1,244	80,000	85,529	7%
Scott Twp	1,455	56,006	68,763	23%
Jackson (SEN)	1,485	98,104	120,743	23%
Liberty Twp	1,345	114,158	125,194	10%
Jackson (SAND)	1,281	107,206	126,226	18%
Rice Twp	1,332	69,340	88,206	27%
Sandusky Twp	3,547	172,552	209,819	22%
Ballville Twp	5,887	480,100	522,133	9%
Pleasant Twp	1,601	82,233	78,929	-4%
Clinton # 1	4,043	159,107	146,816	-8%
Clinton # 2	n/a	476,134	487,815	2%
Hopewell Twp	2,717	144,091	147,257	2%
Loudon Twp	2,088	160,782	181,600	13%
Big Springs Twp	1,487	207,218	210,447	2%
Eden Twp	2,159	121,568	125,462	3%
Bay Twp	1,433	114,470	113,213	-1%
Erie Twp	1,199	86,301	95,789	11%
District	1,332	89,605	87,711	-2%
Helena	221	14,783	16,174	9%
Bloom Twp	821	113,735	116,742	3%
Reed Twp	825	68,880	69,640	1%
Bettsville	642	21,740	29,148	34%
TOTALS	78,818	6,911,667	7,305,313	5.7%

Monthly weights are provided on pages 2 and 3 of this attachment. All weights are in pounds.

Weights (Lbs.) for May 2015 thru April 2016

Site	May '15	Jun '15	Jul '15	Aug '15	Sept '15	Oct '15	Nov '15	Dec '15	Jan '16	Feb '16	Mar '16	Apr '16	12-Month Total
Attica / Venice	15,877	13,170	13,228	14,830	14,536	13,200	13,950	15,225	14,825	13,250	14,480	14,458	171,029
Scipio Twp	6,430	6,045	5,410	5,060	6,220	6,340	6,510	6,250	5,855	4,920	6,500	5,035	70,575
Adams Twp	3,930	5,570	3,710	2,970	3,440	3,600	3,930	5,270	4,073	3,030	4,000	4,222	47,745
Thompson Twp	5,960	6,600	6,040	5,950	5,050	5,746	7,470	6,088	6,020	5,010	5,160	5,210	70,304
York Twp	9,555	10,365	11,875	10,840	9,410	11,695	10,220	12,110	9,460	9,690	10,910	9,705	125,835
Green Creek Twp	12,945	17,150	14,235	14,480	13,160	14,860	16,760	17,000	12,540	14,240	15,500	13,820	176,690
Riley Twp	6,000	6,740	5,620	6,680	5,710	5,150	6,220	7,080	5,550	5,270	5,460	6,420	71,900
Townsend Twp	5,100	6,390	5,190	5,050	4,370	4,415	5,150	5,820	4,070	3,460	4,460	4,776	58,251
Danbury Twp	44,915	45,575	62,245	49,775	44,680	39,820	36,645	38,562	31,215	29,450	32,630	37,278	492,790
Catawba Twp	49,895	51,880	61,745	50,593	45,370	44,940	40,650	41,440	33,010	27,450	32,190	39,618	518,781
Portage Twp	13,880	11,750	12,420	12,470	10,490	9,810	10,560	10,180	9,960	7,160	8,490	8,961	126,131
PC Complex	34,200	29,145	36,536	30,610	28,695	29,770	29,290	30,709	24,870	24,530	28,370	29,561	356,286
Salem Twp	27,090	29,640	29,870	29,246	25,199	28,810	30,830	31,570	26,710	24,360	24,610	32,882	340,817
Carroll Twp	9,590	13,600	12,030	11,190	9,990	8,810	9,010	10,250	8,010	10,220	8,810	8,675	120,185
Benton Twp	16,000	19,860	17,670	19,070	14,430	15,790	18,210	15,040	16,910	15,570	13,970	21,163	203,683
Allen Twp	24,065	18,280	22,965	18,930	16,960	20,980	22,580	23,200	26,310	20,650	19,780	24,928	259,628
Clay Twp	29,090	30,285	33,125	29,980	23,195	25,090	30,340	30,180	27,560	25,720	28,420	29,355	342,340
Harris Twp	20,205	18,850	20,955	18,740	19,215	14,550	19,000	20,610	18,700	18,840	19,750	18,025	227,440
Woodville Twp	6,485	8,720	7,730	7,510	6,490	6,640	8,470	10,210	7,120	7,932	7,900	7,937	93,144
Madison Twp	5,845	8,120	5,410	5,830	5,840	6,020	7,900	7,250	6,920	7,570	7,000	6,295	80,000
Scott Twp	3,925	4,710	5,035	4,640	4,050	4,720	4,670	5,480	4,770	3,860	4,160	5,986	56,006
Jackson (SEN)	7,670	8,210	8,390	10,500	7,145	8,910	8,430	9,970	8,830	6,724	6,370	6,955	98,104
Liberty Twp	8,760	9,920	9,730	8,520	10,640	11,145	9,690	8,510	8,520	8,390	9,770	10,563	114,158
Jackson (SAND)	9,200	9,985	6,890	7,220	7,120	7,920	9,520	11,040	10,100	9,880	8,590	9,741	107,206
Rice Twp	4,730	7,770	5,580	6,800	5,490	5,820	6,120	5,790	5,600	4,870	6,400	4,370	69,340
Sandusky Twp	11,929	14,237	12,935	14,210	12,300	12,580	17,940	16,650	13,960	16,020	15,290	14,501	172,552
Ballville Twp	39,580	39,290	38,680	37,490	41,985	41,160	38,240	45,430	43,790	32,440	40,020	41,995	480,100
Pleasant Twp	7,830	7,450	7,880	6,025	6,690	5,275	6,870	7,230	6,760	5,640	7,310	7,273	82,233
Clinton # 1	13,340	13,215	16,040	12,070	12,258	12,680	14,190	14,215	13,725	10,710	13,060	13,604	159,107
Clinton # 2	40,522	39,225	44,620	36,370	30,115	38,360	43,035	47,035	41,940	35,450	37,366	42,096	476,134
Hopewell Twp	12,441	10,915	12,210	11,215	10,498	12,270	13,123	12,900	11,550	10,370	12,555	14,044	144,091
Loudon Twp	12,880	13,880	12,995	12,618	11,622	11,690	14,815	15,400	13,745	12,115	13,820	15,202	160,782
Big Springs Twp	17,860	14,495	19,025	16,790	15,035	16,230	18,439	16,960	17,260	16,346	17,508	21,270	207,218
Eden Twp	10,250	10,790	9,943	8,190	10,630	8,540	10,204	11,190	9,730	7,490	11,570	13,041	121,568
Bay Twp	8,785	10,070	10,300	11,280	8,890	7,970	10,080	11,750	7,340	8,200	8,820	10,985	114,470
Erie Twp	7,055	8,725	9,535	7,470	6,820	6,940	6,520	7,960	6,120	6,240	6,890	6,026	86,301
Distriet	8,280	10,775	11,050	6,030	7,569	5,620	9,040	6,370	5,210	6,270	8,450	4,941	89,605
Helena	1,240	700	1,640	660	1,440	1,330	1,390	1,320	1,610	1,000	1,370	1,083	14,783
Bloom Twp	10,665	9,810	10,120	9,720	7,175	10,010	9,985	8,730	8,805	9,575	8,305	10,835	113,735
Reed Twp	4,990	6,230	4,430	5,640	5,440	4,080	4,450	6,796	5,490	6,180	7,175	7,979	68,880
Bettsville	1,210	1,040	2,065	1,605	1,760	1,610	1,760	2,635	1,770	1,680	1,640	2,965	21,740
TOTALS	590,199	609,177	647,102	584,867	537,122	550,896	592,206	617,405	546,313	497,772	544,829	593,779	6,911,667

Weights (Lbs.) for May 2016 thru April 2017

Site	May '16	Jun '16	Jul '16	Aug '16	Sept '16	Oct '16	Nov '16	Dec '16	Jan '17	Feb '17	Mar '17	Apr '17	12-Month Total
Attica / Venice	16,665	12,590	13,570	6,220	14,244	11,093	14,570	14,459	15,303	12,330	14,130	13,035	158,209
Scipio Twp	6,690	7,550	6,050	6,220	5,672	4,855	6,249	6,875	6,075	6,020	6,230	6,310	74,796
Adams Twp	5,225	5,510	3,870	6,483	4,062	3,285	5,959	3,995	4,076	3,040	3,570	4,220	53,295
Thompson Twp	5,480	5,460	5,620	6,483	5,592	4,975	6,269	5,715	6,114	5,430	5,240	6,830	69,208
York Twp	14,210	13,280	12,510	20,803	12,904	8,028	10,239	11,412	12,900	10,190	11,970	11,820	150,265
Green Creek Twp	19,120	16,420	14,206	20,803	14,610	14,256	18,953	19,787	18,390	16,120	16,090	18,740	207,494
Riley Twp	6,520	8,780	5,390	4,926	5,800	5,494	6,791	6,615	7,675	6,060	7,640	8,340	80,031
Townsend Twp	6,050	5,720	4,100	4,926	4,990	4,714	7,101	5,655	4,863	6,310	4,390	5,660	64,478
Danbury Twp	50,085	49,855	48,015	60,562	47,756	42,485	41,421	35,187	34,580	30,240	35,590	39,070	514,846
Catawba Twp	55,030	54,850	55,150	60,562	51,298	45,218	48,801	38,870	36,960	32,200	34,610	46,590	560,139
Portage Twp	10,950	9,340	12,300	31,827	11,639	10,618	13,030	10,809	10,117	8,310	8,170	8,440	145,550
PC Complex	32,275	30,490	28,750	31,827	28,777	27,167	27,320	26,758	25,612	22,500	30,030	29,040	340,546
Salem Twp	31,010	31,490	28,510	10,850	30,933	26,943	32,221	32,595	31,296	26,250	28,800	30,560	341,457
Carroll Twp	13,400	9,860	8,920	10,850	10,490	8,791	10,502	11,247	9,857	7,800	8,310	8,260	118,287
Benton Twp	17,270	14,520	17,220	25,252	15,371	19,356	14,402	17,837	17,461	14,020	15,410	15,920	204,038
Allen Twp	26,240	18,630	24,450	25,252	23,032	22,273	17,282	26,558	25,913	19,850	22,320	24,160	275,960
Clay Twp	32,410	27,300	28,610	21,767	27,853	29,133	31,211	31,105	30,063	24,590	28,050	27,750	339,841
Harris Twp	18,680	20,400	17,856	21,767	19,275	17,765	18,120	19,885	22,730	17,180	18,600	18,760	231,018
Woodville Twp	7,980	11,526	9,000	7,913	8,860	9,013	17,219	12,777	10,660	9,210	8,200	10,140	122,497
Madison Twp	6,730	8,460	5,490	7,913	7,440	5,570	8,105	6,680	9,650	6,220	5,850	7,420	85,529
Scott Twp	5,975	7,260	4,090	9,947	5,750	4,375	7,339	5,337	4,720	4,220	4,450	5,300	68,763
Jackson (SEN)	9,830	11,780	9,940	9,947	8,835	7,230	12,566	10,120	11,695	9,310	9,600	9,890	120,743
Liberty Twp	9,750	12,900	9,810	10,323	10,125	11,080	11,806	10,580	9,540	9,570	9,840	9,870	125,194
Jackson (SAND)	9,550	10,070	11,270	10,323	8,740	8,200	14,229	11,373	14,030	8,620	9,870	9,950	126,226
Rice Twp	5,600	8,260	6,190	19,061	5,140	5,594	6,751	6,595	6,355	4,830	6,310	7,520	88,206
Sandusky Twp	18,100	19,300	19,740	19,061	20,540	15,096	17,333	19,322	17,508	13,020	14,850	15,950	209,819
Ballville Twp	44,710	49,330	49,975	7,090	45,653	49,440	56,720	40,855	46,270	38,750	45,720	47,620	522,133
Pleasant Twp	5,790	7,820	6,310	7,090	6,402	6,805	6,678	7,305	7,079	5,550	5,410	6,690	78,929
Clinton # 1	14,965	12,505	13,180	3,533	12,124	11,183	14,344	12,409	14,913	11,025	14,005	12,630	146,816
Clinton # 2	38,555	42,060	43,160	45,684	41,748	30,863	35,622	42,235	43,812	34,620	43,115	46,340	487,815
Hopewell Twp	12,105	9,980	11,650	14,023	12,039	11,213	13,894	13,304	12,494	12,130	12,750	11,675	147,257
Loudon Twp	13,555	14,285	16,215	15,672	14,214	12,218	14,354	15,649	17,638	15,210	16,520	16,070	181,600
Big Springs Twp	16,800	17,745	18,885	18,694	18,439	14,885	18,298	19,470	19,501	14,870	15,920	16,940	210,447
Eden Twp	9,900	12,720	10,490	11,660	10,549	8,658	10,992	8,705	10,569	8,900	10,450	11,870	125,462
Bay Twp	13,190	11,710	9,450	10,873	8,560	7,711	10,012	9,777	9,840	6,690	6,840	8,560	113,213
Erie Twp	8,760	8,280	7,270	8,649	7,800	7,361	10,092	10,247	8,370	5,430	7,170	6,360	95,789
District	9,370	8,520	5,610	8,793	3,939	6,248	6,616	4,070	11,925	8,460	7,350	6,810	87,711
Helena	1,500	1,690	1,500	1,267	1,240	960	1,641	1,663	1,073	830	1,380	1,430	16,174
Bloom Twp	10,745	8,100	9,675	10,181	9,374	8,766	9,711	10,189	11,261	9,225	9,200	10,315	116,742
Reed Twp	6,000	5,230	6,480	5,143	5,842	4,245	6,519	6,125	7,185	6,120	4,580	6,170	69,640
Bettsville	1,550	2,760	1,770	1,800	2,730	1,910	1,861	3,877	2,920	2,040	2,780	3,150	29,148
TOTALS	648,320	644,336	622,247	642,023	610,379	555,075	643,142	614,025	628,992	513,290	571,310	612,175	7,305,313

**ATTACHMENT H
PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS THAT:

(Name of Contractor)

(Address of Contractor)

a _____, hereinafter called
(Corporation, Partnership, or Individual)

Principal, and _____
(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto _____, Ohio
for \$_____ (_____ Dollars), in lawful money of the
United States, for the payment of which sum well and truly to be made, we bind ourselves,
successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a
certain contract with the **OTTAWA, SANDUSKY, SENECA JOINT SOLID WASTE
MANAGEMENT DISTRICT** (OWNER), dated the ____ day of _____, 20____, a
copy of which is hereto attached and made a part hereof, for Recycling Drop-Off Services.

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the
undertakings, covenants, terms, conditions, and agreements of said contract during the original
term thereof, and any extensions thereof which may be granted by the OWNER, with or without
notice to the Surety and during the one year guaranty period, and if he shall satisfy all claims and
demands incurred under such contract, and shall fully indemnify and save harmless the OWNER
from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse
and repay the OWNER all outlay and expense which the OWNER may incur in making good
any default, then this obligation shall be void; otherwise, to remain in full force and effect.

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that no charge, extension of time, alteration or addition to the terms of the contract or to be performed thereunder or the specifications accompanying the same shall in any way affect its obligation on the Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the Specifications.

PROVIDED FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in _____ counterparts, each WHICH shall be deemed an original, this the _____ day of _____, 20____.

ATTEST:

(Principal)

(Principal) Secretary

By:_____

(SEAL)

(Witness as to Principal)

(Address)

(Address)

ATTEST:

(Surety)

(Surety) Secretary

By: _____

(SEAL)

(Witness as to Surety)

(Attorney-In-Fact)

(Address)

(Address)

(Address)

(Address)

NOTE: Date of Bond must not be prior to date of Contract. If CONTRACTOR is Partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Ohio.

**ATTACHMENT I
NON-COLLUSION AFFIDAVIT**

State of Ohio

County of _____

Proposal Identification: Recycling Drop-Off Services.

CONTRACTOR _____, being first
(Name)

duly sworn, deposes and says that he is _____ of
(sole owner, a partner, president, etc.)

_____,
(company name)

the party making the foregoing Proposal; that such Proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such Proposal is genuine and not collusive or sham; that said Contractor has not directly or indirectly induced or solicited any other Contractor to submit a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Contractor or anyone else to submit a sham Proposal, or that any one shall refrain from offering a proposal; that said Contractor has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the proposed price of said Contractor or of any other Contractor, or to fix any overhead, profit, or cost element of such proposed price, or of that of any other Contractor, or to secure any advantage against the OWNER awarding the contract or anyone interested in the proposed contract; that all statements contained in such Proposal are true; and, further, that said Contractor has not, directly or indirectly, submitted his Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid any will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, Proposal 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 Contractor in his general business.

Signed: _____

Subscribed and sworn to before me this
____ day of _____, 20____

Seal of Notary

Notary Public

**ATTACHMENT J
PERSONAL PROPERTY TAXES AFFIDAVIT**

**(ORC 5719.042)
(Collection)**

STATE OF OHIO

COUNTY OF _____, ss:

The AFFIANT, begin first duly sworn, states that he/she is the

Title and Name of Company

and that he/she or _____

Name of Company

was:

- (1) NOT CHARGED with any delinquent personal property taxes on the general tax list of personal property of Ottawa County, Sandusky County or Seneca County, Ohio, at the time of submitting the proposal for Recycling Drop-Off Services.

(OR)

- (2) CHARGED with delinquent personal property taxes on the general tax list of personal property of Ottawa County, Sandusky County or Seneca County, Ohio, at the time of submitting the proposal for Recycling Drop-Off Services and attached hereto is a statement setting forth the amount of such due and unpaid delinquent taxes and any due unpaid penalties and interest there on.

FURTHER AFFIANT sayeth naught:

COMPANY

AFFIANT AND TITLE

Sworn to before me, a Notary Public, this _____ day of _____, 20__.

Notary Public

My Commission Expires: