Department of Public Works

Contract Documents

for the

Provision

of

Portable Toilet Services

Town of Prescott Valley
Public Works Department
7501 Civic Circle
Prescott Valley, AZ 86314

Phone: (928) 759-3070
Fax: (928) 759-5514

Public Works Operations Manager
Phone: (928) 759-3089

Bid Date: April 28, 2014 at 4:00 PM MST

TOWN OF PRESCOTT VALLEY
CALL FOR BIDS

The Town of Prescott Valley is seeking bids for **Portable Toilet Services** at various Municipal sites located in Prescott Valley during the fiscal year beginning July 1, 2014. Bid documents may be obtained from the Public Works Department. All bids must be clearly marked "**PORTABLE TOILETS**", placed in a sealed envelope and received no later than **4:00 PM MST on Monday, April 28, 2014.** Bids may be hand-delivered or mailed to the Town Clerk's Office at 7501 E. Civic Circle, Prescott Valley, Arizona, 86314. At the above time and date, all apparent responsive bids shall be opened and read aloud. The Town of Prescott Valley reserves the right to accept or reject any or all bids.

Inquiries may be directed to the Public Works Operations Manager at (928) 759-3089.

Published in the Daily Courier 2-days (at least six days apart but not more than ten days apart)

Sunday – April 6, 2014
Sunday – April 13, 2014

TOWN OF PRESCOTT VALLEY

PORTABLE TOILET BID SPECIFICATIONS/CONTRACT

FY 2014-2015

The Town of Prescott Valley is seeking bids for the following Portable Toilet Services over a 12-month period starting July 1, 2014 and ending June 30, 2015.

The Town utilizes the services of a portable toilet vendor for special events. In addition, several of the Town's Parks use portable toilets in the winter in lieu of the main restrooms at the parks. Other toilets are used on an 'as-needed' basis. Standard service is once per week. Monthly charges for long term rentals must include all charges for cleaning and pumping of unit. Bid item number five (5) will only be recognized when additional services beyond once a week are authorized by Town employees.

The bid schedule below is only an estimate of the anticipated requests for service and will vary throughout the year:

1. Special events

   Per toilet, per event: $ 65.00

2. Handicapped accessible toilet

   Per event: $ 55.00

3. Single toilet

   Per week: $ 45.00

4. Winter Park toilets (approximately 6 to 10 units)
   These units must be handicap accessible
   Per toilet, per month: $ 45.00

5. Extra service

   Per toilet: $ 30.00

Bidder/Vendor: PATRIOT DISPOSAL, INC.

The bid amount includes all costs, including delivery, pickup, cleaning, pumping and all taxes (including sales tax) required to provide the service.

Town Use Only:

-- ACKNOWLEDGEMENT OF RECEIPT --

4-28-12

Town Clerk: Russell Witness: Katarynte

Receipt of Addenda No.	Addenda Acknowledgement Date	Initials

The successful Bidder/Vendor must have a Prescott Valley Business License at the time of selection and must carry standard commercial liability insurance in the amount of $1,000,000.00. The Town reserves the right to accept or reject any or all bids, based on the Town's best interest.

All bids must be submitted on the entire document titled "**PORTABLE TOILET BID SPECIFICATIONS/CONTRACT**" as contained herein, and must be **sealed,** marked **"PORTABLE TOILETS",** and received at the Office of the Town Clerk prior to the stated bid time.

Finally, the Town of Prescott Valley reserves the right to rescind this contract upon fifteen (15) calendar days written notice, addressed to the Agent of the successful Bidder/Vendor as listed herein.

The acknowledged signature below indicates the successful Bidder/Vendor's agreement to abide by these specifications, including the Vendor's bid proposal, and acknowledges that the Call for Bids, these Bid Specifications, the Bid proposal and the Town's 'Notice of Award' together constitute a contract between the successful Bidder/Vendor and the Town of Prescott Valley.

Dated this _____ day of _____, 2014

Name of Bidder: PATRIOT DISPOSAL, INC.

Bidder's Address: 9434 EAST VALLEY ROAD, PRESCOTT VALLEY AZ 86314
PO BOX 26296, PRESCOTT VALLEY AZ 86312

Bidder's License Type and Number: _____

Bidder's Signature: _____
(Officer or authorized agent)

Type or Print Name: Jay Eby

Phone/Fax/Email: 775-9000 / 772-1545 / jayeby@patriotdisposal.com

OWNER:

Town of Prescott Valley, Arizona

_____

Harvey C. Skoog, Mayor

CONTRACTOR:

Patriot Disposal, Inc.

_____

Contractor Signature

By: _____

Print Name and Title

ATTEST: Town of Prescott Valley

_____

Diane Russell, Town Clerk

TOWN CLERK
(CORPORATE SEAL)

APPROVED AS TO FORM:

_____

Ivan Legler, Town Attorney