

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
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Alex Romero
Public Works Operations Manager
Phone: (928) 759-3082

Bid Date: May 2, 2016 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 2016/2017. Bid documents may be obtained from the Prescott Valley website at www.pvaz.net, under "Bids and RFQ's", and www.publicpurchase.com, or by calling the Public Works Department at (928) 759-3070. All bids must be clearly marked "**PORTABLE TOILETS**", placed in a sealed envelope and received no later than **4:00 PM MST on Monday, May 2, 2016**. 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.

A non-mandatory pre-bid conference will be held at 3:00 p.m. Arizona MST on Thursday, April 21, 2016, in the Prescott Valley Civic Center, Conference Room 330 – 7501 E. Civic Circle, Prescott Valley, AZ.

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) 759-3082.

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

Sunday – April 3, 2016

Sunday – April 10, 2016

TOWN OF PRESCOTT VALLEY
PORTABLE TOILET BID SPECIFICATIONS/CONTRACT
FY 2016-2017

The Town of Prescott Valley is seeking bids for the following Portable Toilet Services over a 12-month period starting July 1, 2016 and ending June 30, 2017.

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: \$ 76.00

2. Handicapped accessible toilet
Per event: \$ 76.00

3. Single toilet
Per week: \$ 76.00

4. Winter Park toilets (approximately 6 to 10 units)
These units must be handicap accessible
Per toilet, per month: \$ 76.00

5. Extra service
Per toilet: \$ 20.00

Bidder/Vendor: Patriot Disposal

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 --

Town Clerk:

Leane Russell

Witness:

J. Catanzano

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 25TH day of APRIL, 2016

Name of Bidder: PATRIOT DISPOSAL

Bidder's Address: PO BOX 26296 PRESCOTT VALLEY, AZ 86312

Bidder's License Type and Number:

Bidder's Signature: *[Signature]*
(Officer or authorized agent)

Print Name & Title: Jay Eby President

Type or Print Name: Jay Eby

Phone/Fax/Email: (928) 775-9000 / (928) 772-1545

OWNER:

Town of Prescott Valley, Arizona

CONTRACTOR:

Patriot Disposal Inc.

Harvey C. Skoog, Mayor

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