

**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**

**Ken Stanton, Public Works Operations Manager  
Phone: (928) 759-3089**

**Bid Date: June 18, 2012 at 3:30 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, 2012. 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 **3:30 PM MST on Monday, June 18, 2012**. 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 Ken Stanton, 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)*

*Monday – June 4, 2012*

*Sunday – June 10, 2012*

**TOWN OF PRESCOTT VALLEY**  
**PORTABLE TOILET BID SPECIFICATIONS/CONTRACT**  
**FY 2012-2013**

The Town of Prescott Valley is seeking bids for the following Portable Toilet Services over a 12-month period starting July 1, 2012 and ending June 30, 2013.

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: \$ 40.<sup>00</sup>
  
2. Handicapped accessible toilet  
Per event: \$ 40.<sup>00</sup>
  
3. Single toilet  
Per week: \$ 5.<sup>00</sup>
  
4. Winter Park toilets (approximately 6 to 10 units)  
These units must be handicap accessible  
Per toilet, per month: \$ 25.<sup>00</sup>
  
5. Extra service  
Per toilet: \$ 1.<sup>00</sup>

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:

*Rose Russell*

Witness:

*Kerry Anderson*

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 7 day of June, 2012

Name of Bidder: Patriot Disposal, Inc

Bidder's Address: PO Box 26296 Prescott Valley AZ 86312

Bidder's License Type and Number: 86-1011310

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

Type or Print Name: \_\_\_\_\_

Phone/Fax/Email: 928-775-9000

**OWNER:**

Town of Prescott Valley, Arizona

**CONTRACTOR:**

\_\_\_\_\_  
Harvey C. Skoog, Mayor

\_\_\_\_\_  
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