

## **BID SPECIFICATIONS**

PROJECT: To provide Waste & Recycling Services to Naperville Community Unit School District 203.

You are hereby invited to submit a bid to the Owner, Naperville Board of Education, District 203, for services listed above. The awarded on a lump sum basis for all work enumerated in the following specifications with contract adjustments for additional authorized service.

Before submitting a bid proposal, the bidder shall carefully examine the specifications, visit the site of the proposed service as necessary, fully inform him/herself as to the existing conditions and limitations, and include in the proposal a sum that covers all items shown. Any addenda to these documents issued by the Owner are to be covered in the proposal, and in closing the contract will become a part thereof.

**All late bids will automatically be rejected. The Owner reserves the right to reject any or all bids and shall not be obligated to accept the lowest bid. No alterations, erasures, oral, or telephone proposals will be accepted.**

Proposals to be entitled for consideration must be in accordance with the following instructions:

- 1) Bids shall be returned in an opaque, sealed 9" x 12" envelope addressed to the Owner, Naperville Community Unit School District 203, Attn: Michelle Swope, Business Office Specialist, 203 W. Hillside Rd., Naperville, IL 60540, and marked **"BID ENCLOSED – WASTE & RECYCLING SERVICES."** All envelopes should be marked "sealed bid" regardless of how delivered. If mailing bid, then have sealed bid envelope inside mailer. If hand delivering, one envelope is acceptable. The intent is to make sure the bids remain sealed to maintain integrity of the bid process.
- 2) Bids shall be delivered to no later than Thursday, May 8, 2025, at 9:00 am.
- 3) All bids must be firm for a period of not less than sixty (60) days.
- 4) The Owner reserves the right to change the container size and/or the frequency of pick-up at any location.
- 5) Signature of responsible persons preparing the proposal shall appear both in long-hand and typewritten.
- 6) This service contract will commence on July 1, 2025, and continue for a period of three (3) years, terminating on June 30, 2028, with an option for up to an additional two (2) years. This contract may be cancelled by School District 203 with a 60-day written notice.

- 7) Provide an option to lock recycle dumpsters as needed.
- 8) Upon award of the contract, the successful bidder shall meet with the Owner at his office to discuss the proposed pick-up sequence and schedule. Pick up times may need to be adjusted due to before school drop-off and after school pick-up. Time adjustments may also be needed for “recess” for the dumpsters located near the school playgrounds. Pick-up dates listed in this document are the current dates and are subject to change during the term of this contract.
- 9) The successful bidder must have a sufficient number of 96-gallon tote containers at each school to meet their needs, if the school desires the 96-gallon totes. These totes are for transport to the recycling containers and will be emptied by District staff into the recycling containers.
- 10) The successful bidder must accept at least the following items for recycling: newspaper, magazines, white paper, colored paper, computer paper, cardboard, tin and aluminum cans, plastic bottles, glass.
- 11) The contractor shall comply with the requirements Section 39S1 through 39S12, Chapter 48 of the Illinois Revised Statutes (1961) with reference to prevailing rates of wages.  
The contractor shall pay or cause to be paid not less than the prevailing rate of wages as found by the School Board or the Department of Labor or determined by the Court of Review, to all laborers, workmen, and mechanics, and shall employ only Illinois laborers on said project, Illinois Preference Act III.

Public bid opening will commence at 9:00 am on Thursday, May 8, 2025, at the Naperville School District 203 Administrative Offices located at 203 W. Hillside Rd., Naperville, IL.

This is the required asset list and pick-up frequency that is being bid. The service days listed reflect the schedule for the 2024-2025 school year but is subject to change during the term of the new contract.

<b>School</b>	<b>Size</b>	<b>Frequency</b>	<b>Service Day</b>
Ann Reid - Trash	1 6-Yard	2x	T/F
Ann Reid - Recycling	1 4-Yard	1x	TH
Beebe - Trash	1 8-Yard	3x	M/W/F
Beebe - Recycling	1 4-Yard	1x	TH
Ellsworth - Trash	1 4-Yard	2x	M/TH
Ellsworth - Recycling	1 2-Yard	2x	M/TH
Elmwood - Trash	1 8-Yard	3x	M/W/F
Elmwood - Recycling	1 6-Yard	1x	M
Highlands - Trash	1 8-Yard	2x	M/TH
Highlands - Recycling	1 4-Yard	1x	TH
Kingsley - Trash	1 8-Yard	2x	T/F
Kingsley - Recycling	2 2-Yard	2x	T/F
Maplebrook - Trash	1 8-Yard	2x	T/F
Maplebrook - Recycling	1 4-Yard	1x	TH
Meadow Glens - Trash	1 8-Yard	2x	T/F
Meadow Glens - Recycling	1 4-Yard	1x	TH
Mill Street - Trash	1 8-Yard	3x	M/W/F
Mill Street - Recycling	1 8-Yard	1x	W
Naper - Trash	1 6-Yard	2x	T/F
Naper - Recycling	1 4-Yard	1x	F
Prairie - Trash	1 8-Yard	2x	M/TH
Prairie - Recycling	1 4-Yard	1x	TH
Ranch View - Trash	1 8-Yard	3x	M/W/F
Ranch View - Recycling	1 8-Yard	1x	W
River Woods - Trash	1 8-Yard	2x	T/F
River Woods - Recycling	1 4-Yard	1x	TH
Scott - Trash	1 8-Yard	2x	T/F
Scott - Recycling	1 4-Yard	1x	TH
Steeple Run - Trash	1 8-Yard	2x	M/TH
Steeple Run - Recycling	1 4-Yard	1x	TH
Jefferson - Trash	1 8-Yard	5x	M-F
Jefferson - Recycling	1 6-Yard	2x	M/TH
Kennedy - Trash	1 8-Yard	4x	M/T/W/F
Kennedy - Recycling	1 6-Yard	2x	M/TH
Lincoln - Trash	1 8-Yard	5x	M-F
Lincoln - Recycling	1 8-Yard	2x	M/TH

Madison - Trash	1 8-Yard	5x	M-F
Madison - Recycling	1 6-Yard	2x	M/TH
Washington - Trash	1 6-Yard	5x	M-F
Washington - Recycling	1 6-Yard	2x	M/TH
Central - Trash	1 28-Yard self-contained compactor	1x	M
Central - Trash	1 2-Yard	2x	M/TH
Central - Recycling	1 6-Yard rcy compactor	3x	M/W/F
North - Trash	1 28-Yard self-contained compactor	1x	F
North - Trash	1 8-Yard	5x	M-F
North - Recycling	1 8-Yard	4x	M-Th
Stadium - Trash	1 6-Yard	4x	T-F
Stadium - Yard Waste	1 6-Yard	On Call	
Admin Center - Trash	1 6-Yard	1x	W
Admin Center - Recycling	1 6-Yard	1x	M
Transportation - Trash	1 6-Yard	2x	T/F
Transportation - Recycling	1 2-Yard	1x	W
5TH Avenue Campus - Trash	1 8-Yard	1x	W
5TH Avenue Campus – Recycling	1 6-Yard	1x	W

- ALL ELEMENTARY AND JUNIOR HIGH SCHOOLS ARE ON A ON-CALL BASIS FOR PICK-UP DURING THE SUMMER BREAK, AND HIGH SCHOOL SERVICE MAY BE REDUCED.
- THE COMPACTORS AT CENTRAL AND NORTH H.S. ARE SUPPLIED BY THE CONTRACTOR.
- SERVICE SHALL BE ON CALL DURING UNPRECEDENTED EVENTS THAT THE DISTRICT HAS NO CONTROL OVER.