



---

# Park Hill School District

---

Building Successful Futures • Each Student • Every Day

## **PARK HILL SCHOOL DISTRICT**

### **REQUEST FOR PROPOSAL**

**7703 NW Barry Road  
Kansas City, MO 64153**

---

## **DISTRICT WIDE SOLID WASTE & RECYCLING SERVICES**

Detailed Proposal Information is Available on District Website  
<http://www.parkhill.k12.mo.us>

**Bid Closing Date: June 30, 2020**

**Bid Closing Time: 10:00 am CST**

Park Hill School District reserves the right to reject any or all proposals and to waive informalities or irregularities in any proposal.



---

# Park Hill School District

---

Building Successful Futures • Each Student • Every Day

## REQUEST FOR PROPOSAL

The Park Hill School District (DISTRICT) is seeking proposals from qualified providers (CONTRACTOR) to perform District Wide Solid Waste and Recycling Services.

Sealed proposals will be received by the Director of Operations at the Support Services office located at 9501 N. Seymour Ave, Kansas City, MO 64153 on June 30, 2020 at 10:00 AM.

Proposals will be opened at that time. Once the evaluation process is complete, the information will be available to all who responded.

Said proposals must conform to the specifications and instructions.

The DISTRICT reserves the right to reject any and all proposals and to waive informalities.

Proposals must be returned on the form(s) provided, with "Bid Proposal – District Wide Solid Waste & Recycling Services" clearly on the label. A proposal must consist of all pages of the proposal request including the signature page of the proposal, signed by an authorized representative of the firm. Non-conformance with these instructions may be grounds for rejection of proposal.

Faxed or e-mailed proposals will not be accepted. Late proposals will be rejected, unopened and returned.

---

Jim Rich  
Director of Operations  
Park Hill School District  
9501 N. Seymour Ave  
Kansas City, MO 64153

# Contents

- COVER SHEET .....1
- REQUEST FOR PROPOSAL .....2
- TABLE OF CONTENTS .....3
- COPY of INVITATION to BID.....4
- Description of Services.....5
- Scope of Services.....5
- Required Insurance.....5
  
- BID FORM .....5



---

# Park Hill School District

---

Building Successful Futures • Each Student • Every Day

June 9, 2020

Contractor:

The Park Hill School District is soliciting bids on providing District Wide Solid Waste and Recycling Services for the Park Hill School District.

More information regarding the bid, including the bid form, can be located on the district web site at [www.parkhill.k12.mo.us](http://www.parkhill.k12.mo.us). Click on "District Information" then "Requests for Proposals and Bids".

The Park Hill School District, **will accept sealed bids until 10:00 a.m. on June 30, 2020 at the office of Park Hill School District Support Services, 9501 N. Seymour Ave, Kansas City, MO 64153.**

The Park Hill School district is tax exempt.

The Park Hill School District reserves the right to accept or reject any or all bids.

If you have any questions regarding this bid, please contact me at 816-359-4100.

Sincerely,

A handwritten signature in cursive script that reads "Jim Rich".

Jim Rich  
Director of Operations



# Park Hill School District

Building Successful Futures • Each Student • Every Day

## District Wide Solid Waste & Recycling Services Request for Proposal

### 1. Background

#### 1.1. *Notice*

1.1.1. Park Hill School District (the “District”) seeks a contractor (“Contractor”) to perform District Wide Solid Waste & Recycling Services. If your firm is interested, please submit the information requested in this Request for Proposal (RFP) to the Park Hill School District office by 10:00 a.m. on June 30, 2020. All information necessary for the submittal is contained in this RFP.

#### 1.2. *RFP Schedule*

1.2.1. Issue RFP: June 9, 2020

1.2.2. Deadline to schedule inspection of property: 2:00 p.m., June 16, 2020

1.2.3. Deadline to submit written questions: 2:00 p.m., June 23, 2020

1.2.4. Deadline to submit proposals: 10:00 a.m., June 30, 2020

1.2.5. Vendor selection date: 6:30 p.m., August 13, 2020 PHSD Board of Education Meeting

### 2. Description of Services (or Project)

#### 2.1. *Type*

2.1.1. District Wide Solid Waste Removal & District Recycling Services.

#### 2.2. *Locations*

2.2.1. All Locations are within the Park Hill School District. Locations found in Exhibit D.

### 2.3. **Equipment**

2.3.1. Successful bidder must provide Solid Waste and Recycling Containers at each location indicated on Exhibit D

2.3.2. Containers must be approved by local, state, and federal authorities and must be kept sanitized and in good condition.

### 2.4. **Inspection**

2.4.1. Contractor must visit each site before submitting their proposal and be responsible for all measurements on the project.

## 3. **Scope of Services**

### 3.1. **Hours of service**

3.1.1. Times of pickup must comply with all city codes pertaining to trash pickup and must be on a regular time basis for each site.

### 3.2. **Terms and conditions**

3.2.1. The contractor is responsible for securing any, and all, permits necessary for this project.

3.2.2. Any damage to walks, drives, buildings exteriors or any other type of damage to school property shall be repaired or replaced to satisfaction of the District.

3.2.3. Bid price must include all labor, material and equipment necessary for collection.

3.2.4. Refuse must be dumped in a state approved landfill.

3.2.5. This contract itself will prohibit the successful bidder from reassignment or sub-contracting any parts of this bid to another company without the written consent of the District.

3.2.6. Successful bidder must accept co-mingled recyclable materials and shall not reject loads of materials deemed to be contaminated.

3.2.7. Bidder understands and agrees that the District may increase or decrease quantities or modify conditions and specifications by mutual agreement with the selected service provider.

3.2.8. Summer pick up frequency will change each June 1 through June 30. These locations will be conveyed to contractor prior to May 1<sup>st</sup> of each year. Quantity of locations can vary year to year.

3.2.9. The District supports a Recycling program. Exhibit D directly references the number of recycling containers and dumpster sizes that would be needed.

### 3.3. **Term**

3.3.1. The initial award is for three (3) years starting September 1, 2020. All prices MUST remain firm during this time period and either party can terminate with cause.

3.3.2. District reserves the right to renew and extend the executed agreement pertaining to all prices, terms and conditions and specifications upon mutual agreement between the District and contractor for one (1) year periods based on pricing and level of service. Either party can terminate agreement for any reason after initial contract period with a 90 days written notice.

## 4. **Required Insurance**

### 4.1. **Liability**

4.1.1. \$100,000 per incident

4.1.2. \$300,000 per year

### 4.2. **Workers Compensation**

4.2.1. Statutory limits

### 4.3. **Bond**

4.3.1. Payment: Amount of Agreement

4.3.2. Performance: Amount of Agreement

## 5. **Disclosures and notifications**

### 5.1. **Conflicts of interest**

5.1.1. Proposal must state whether proposer has any professional, business, or familial relationship with any current member of the Board of Education of the District or with any administrator of the District.

## 6. Contract terms

### 6.1. *E-Verify*

- 6.1.1. Missouri law requires all companies doing business under contracts greater than \$5,000 with government entities to attest that all their employees and subcontractor's employees are "lawfully present in the United States."

### 6.2. *Prevailing Wage*

- 6.2.1. Missouri law requires agreements to contain the following prevailing wage terms: "A wage of no less than the prevailing hourly rates of wages for work of a similar character in the locality in which the work is performed shall be paid to all workmen employed by or on behalf of any public body engaged in public works exclusive of maintenance work" (§ 290.220) and "Not less than the prevailing hourly rate of wages specified in wage determination as requested from the State shall be paid to all workers performing work under this contract" (§ 290.250). The contractor shall forfeit as a penalty to the State, County, City, and County, City, Town, District or other political sub-division on whose behalf the contract is made or awarded. Ten (\$10.00) Dollars for each worker employed, for each calendar day, or portion thereof such worker is paid less than the said stipulated rates for any work done under this contract by him or by any sub-contractor under him.  
**§ 290.250. All payroll records of the contractor are to be submitted to the School District, with the approved Prevailing Wage Statement, prior to final acceptance of the project.**

### 6.3. *Applicable law*

- 6.3.1. Missouri law will govern contracts entered into pursuant to this RFP.

### 6.4. *Termination*

- 6.4.1. The District may terminate contracts entered into pursuant to this RFP without cause upon 30 day notice.

### 6.5. *Compliance with laws and policies*

- 6.5.1. Proposer must comply with all federal and state anti-discrimination laws.
- 6.5.2. All work shall meet or exceed the Americans with Disabilities Guidelines.
- 6.5.3. A-133 Compliance Supplement: The contractor must certify that they and their principals are not debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal Department or Agency.
- 6.5.4. Excessive Unemployment: The Missouri Department of Labor and Industrial Relations has determined that a period of "Excessive Unemployment" remains in effect and will remain in effect if the unemployment rate exceeds 5% in the state of Missouri. Only Missouri laborers and laborers from nonrestrictive states are allowed by law to be employed on Missouri's public works projects. (See Sections 290.550 through 290.580 RSMo).

### 6.6. *Background Checks*

- 6.6.1. Contracts entered pursuant to this RFP must require that all employees who will interact



with students will be fingerprinted and background checked under the background checks required by the District's Board Policies. Results of background checks of employees working directly with students must be provided to District. District reserves the right to refuse to allow any employee access to students if the employee completes no background check acceptable to the District.

#### **6.7. Indemnity**

- 6.7.1. The District will not agree to indemnify any contractor for its own negligence, for injuries or damages that do not arise from acts or omission of the District, or for injuries or damages for which the District has sovereign immunity.

#### **6.8. Change orders**

- 6.8.1. Change orders that exceed the greater of \$25,000 of the total originally contracted amount are subject to Board approval prior to performance of the work and are subject to re-bid.

#### **6.9. Proposed contract**

- 6.9.1. Proposals must include a copy of proposed contracts or service agreements if available or disclose terms required by the proposer of this RFP.

### **7. Interpretation, Questions, Withdrawal**

#### **7.1. Interpretations**

- 7.1.1. The District will make no oral interpretations for proposers of meaning of the terms in this RFP.
- 7.1.2. Requests for interpretations to the meaning of this RFP must also be made in writing to Park Hill School District no later than 2:00 p.m., June 23, 2020 and failure by the successful proposer to do so shall not relieve the proposer of the obligations to execute such services under a later interpretation by the school district.
- 7.1.3. All interpretations made to the proposers will be issued in addenda to the RFP and will be sent to all proposers.

#### **7.2. Questions**

- 7.2.1. Submit written questions to the following person:

Bridget Ballou  
9501 N. Seymour Ave  
Kansas City, MO 64153  
816-359-6284

#### **7.3. Withdrawal**

- 7.3.1. Any Contractor may withdraw his proposal prior to the scheduled closing time for receipt of proposals.
- 7.3.2. No proposal shall be withdrawn for thirty (30) days after the scheduled closing time for receipt of proposals.

## 8. Quote

### 8.1. **Amount & Rate**

8.1.1. Please fill out information requested in this RFP including Exhibit A, B, C & D.

## 9. Proposal submission and opening

### 9.1. **Submission**

9.1.1. Submit complete proposals in a sealed envelope marked "SOLID WASTE & RECYCLING SERVICES PROPOSAL" and deliver to the following address and person:

Jim Rich  
Director of Operations  
9501 N. Seymour Ave  
Kansas City, MO 64153  
816-359-4100

### 9.2. **Opening**

9.2.1. The proposals will be opened and publicly read at the following location on the following date and time:

**Date:** June 30, 2020  
**Time:** 10:00 am  
**Location:** Support Services Office  
9501 N. Seymour Ave  
Kansas City, MO 64153

## 10. Reservation of Rights

10.1. PARK HILL SCHOOL DISTRICT RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL PROPOSALS AND WAIVE ANY INFORMALITY IN THE PROPOSAL OR REQUEST FOR PROPOSAL.

## 11. Proposal Evaluation

### 11.1. **Award**

11.1.1. The contract will be awarded to the firm submitting the best responsible proposal complying with this RFP if the proposal is reasonable and in the best interest of the District to accept. The firm selected will be notified at the earliest practical date. The decision regarding acceptability of any firm's qualifications/proposal shall remain entirely with the District, at the District's sole discretion. The criteria for making this judgment will include but not be limited to price, demonstrated capability and general responsiveness to the RFP.

11.1.2. The District may decide to award all programs to one bidder or divide each according to price and level of service. Contractor may choose to submit a price on one program or all programs.

- 1.1.1. The District notifies all proposers that minority business enterprises will be afforded full opportunity to submit proposals in response to this Request and will not be discriminated against on the grounds of race, color, or national origin in consideration of an award. Proposer agrees that, should proposer be awarded this contract, proposer will not discriminate against any person who performs work under it because of race, religion, color, sex, national origin or ancestry.
- 1.1.2. The District reserves the right to reject any or all proposals, to waive any informalities or technical defects in proposals, and unless otherwise specified by the District, to accept any item or groups of items in the proposal, as in the best interest of the District.

## 11.2. Acceptance Period

- 1.1.3. All proposal offers must be firm for 90 days.

## 12. Invoicing and Payments

- 12.1. Invoices shall be prepared and submitted to the Park Hill School District, 9501 N. Seymour Ave, Kansas City, MO 64153. Invoices shall contain the following information; contract number, item number, description of services, unit prices and extended total by location serviced with a grand total at bottom. District shall receive one (1) invoice per month of service.

## 13. Vendor List

- 13.1. Waste Management  
2601 Midwest Drive  
Kansas City, KS 66111  
866-909-4458  
[jstruble@wm.com](mailto:jstruble@wm.com)
- 13.2. Ted's Trash Service  
10736 Truman Road  
Independence, MO 64052  
816-252-1594  
[commercial@tedstrash.com](mailto:commercial@tedstrash.com)
- 13.3. Republic Service  
3150 N. 7<sup>th</sup> Street  
Kansas City, KS 66115  
816-254-1470  
[alovell@republicservice.com](mailto:alovell@republicservice.com)
- 13.4. AAA Disposal Service  
Box 109  
Oak Grove, MO 64075  
816-650-3180  
[aaadisposal@gmail.com](mailto:aaadisposal@gmail.com)

13.5. Jim Disposal  
930 Chestnut Trafficway  
Kansas City, MO 64120  
816-221-1932

13.6. KC Disposal  
10011 Woodend Road  
Edwardsville, KS 66111  
816-388-9739  
[kcdisposal@gmail.com](mailto:kcdisposal@gmail.com)

13.7. Waste Corporation of MO  
22820 S. State Route 291  
Harrisonville, MO 64701  
816-380-5595  
[contact@wcamerica.com](mailto:contact@wcamerica.com)

## Appendix D

### BID PROPOSAL SUBMISSION FORM – PHSD Solid Waste & Recycling Services

Proposal of \_\_\_\_\_ (hereinafter called "Bidder"), organized and existing under the laws of the State of \_\_\_\_\_, doing business as a corporation, a partnership, an individual (circle one) to the Board of Education, Park Hill School District (hereinafter called "Owner").

1. In compliance with your Advertisement for Bids, Bidder hereby proposes to perform all work for the PARK HILL SCHOOL DISTRICT – PHSD Solid Waste & Recycling Services. In strict accordance with the Contract Documents, within the time set forth herein and at the prices stated below, bidder should propose on individual base bids for specific project locations as noted below. Owner will award contract per individual base bid.
2. By submission of this Bid, each Bidder certifies, and in the case of a joint Bid each party thereto certifies as to its own organization, that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.
3. Bidder acknowledges receipt of the following ADDENDA: \_\_\_\_\_.
4. The undersigned, having familiarized itself with local conditions affecting the cost of the work at the place where the work is to be done and with all Bidding Documents, including the Instructions to Bidders, Plans and Specifications, General and Supplementary Conditions, the Standard Form of Agreement and the other Contract Documents, and having examined the location of the proposed work and considered the availability of labor and materials, hereby proposes and agrees to perform everything required to be performed, and to provide and furnish any and all labor, materials, supervision, necessary tools, equipment, and all utility and transportation service necessary to perform and complete in a workmanlike and timely manner all of the work required for the project, all in strict conformance with the Instructions to Bidders and other Contract Documents (including Addenda noted above, the receipt of which is hereby acknowledged), for the lump sums hereinafter specified.

**Appendix D (cont)**

RESPECTFULLY SUBMITTED:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
**Name (Please type or write clearly)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Street

\_\_\_\_\_  
Email address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
License number (if applicable)

By signing, he/she certifies that they are an authorized agent of said company and has the authority to legally enter into a binding Service Agreement.

SEAL - (if BID is by a corporation)

## Appendix D (cont)

### BID SHEET

Vendor Name:	
Project Name:	District Wide Solid Waste and Recycling Services
Bid Due Date:	June 30, 2020
Owner:	Park Hill School District

Solid Waste Service					
Building	Size of Container in Yards	# of Containers	Frequency	# of Times Emptied per Week	Bid
<b>High Schools</b>					
Park Hill High School 7701 NW Barry Road Kansas City, MO 64153	8	3	5 per Week	Mon-Fri	\$
Park Hill South High School 4500 NW RiverPark Drive Riverside, MO 64152	8	2	4 per Week	M T TH F	\$
Lead Innovation Studio 7201 N. Line Creek Parkway Kansas City, MO 64151	8	2	3 per Week	M W F	\$
	40	1	As needed		\$
<b>Middle Schools</b>					
Congress Middle School 8150 N. Congress Road Kansas City, MO 64152	8	2	5 per Week	Mon-Fri	\$
Lakeview Middle School 6720 NW 64 <sup>th</sup> Street Kansas City, MO 64151	8	1	5 per Week	Mon-Fri	\$
Plaza Middle School 6501 NW 72 <sup>nd</sup> Street Kansas City, MO 64151	8	1	1 per Week	Th	\$
	8	1	5 per Week	Mon-Fri	\$
	8	1	1 per Week	TH	\$
	4	1	1 per Week	TH	\$
Walden Middle School 4701 NW 56 <sup>th</sup> Street Kansas City, MO 64151	8	2	5 per Week	Mon-Fri	\$
<b>Elementary Schools</b>					
Chinn Elementary School 7100 NW Chatham Ave Kansas City, MO 64152	8	1	3 per Week	M W F	\$
English Landing Elementary School 6500 NW Klamm Drive Kansas City, MO 64151	6	1	3 per Week	M W F	\$
Graden Elementary School 8804 NW 45 Highway Kansas City, MO 64152	6	1	3 per Week	M W F	\$
Hawthorn Elementary School 8200 N Chariton Ave Kansas City, MO 64152	8	1	3 per Week	M W F	\$
Hopewell Elementary 3310 NW 68 <sup>th</sup> Street Kansas City, MO 64151	8	2	3 per Week	M W F	\$

Line Creek Elementary 5801 NW Waukomis Drive Kansas City, MO 64151	6	1	3 per Week	M W F	\$
Prairie Point Elementary 8108 NW Belvidere Road Kansas City, MO 64152	8	1	3 per Week	M W F	\$
Renner Elementary 7401 NW Barry Road Kansas City, MO 64152	6	1	3 per Week	M W F	\$
Southeast Elementary 5704 NW Northwood Kansas City, MO 64151	6	1	3 per Week	M W F	\$
Tiffany Ridge Elementary 5301 NW Old Tiffany Springs Rd Kansas City, MO 64154	8	1	3 per Week	M W F	\$
Union Chapel Elementary 7100 NW Bethel Kansas City, MO 64152	6	1	3 per Week	M W F	\$
<b>Other District Buildings</b>					
Early Childhood Center 8100 N. Congress Ave Kansas City, MO 64152	4	1	1 per Week	TH	\$
Russell Jones Education Center 7642 NW Waukomis Kansas City, MO 64151	8	1	1 per Week	TH	\$
District Office 7703 NW Barry Road Kansas City, MO 64153	8	1	2 per Week	T F	\$
Support Services 8500 NW Riverpark Drive #116 Parkville, MO 64152	8	1	3 per Week	M W F	\$
Grounds Building 8046 N. Congress Kansas City, MO 64153	40	1	As needed		
Student Transportation Center 9501 N. Pomona Kansas City, MO 64153	8	1	3 per Week	M W F	\$
<b>Total</b>					\$
<b>Extra Pickup Charges for Call-ins</b>					
<b>2 Yard</b>					\$
<b>4 Yard</b>					\$
<b>6 Yard</b>					\$
<b>8 Yard</b>					\$



**Exhibit D, Part 3 (Co-Mingle Recycling Services) Please note that locations, # and size of containers may not be exact and are subject to change**

<b>Building</b>	<b>Size of Container in Yards</b>	<b># of Containers</b>	<b>Frequency</b>	<b># of Times Emptied per Week</b>	<b>Bid</b>
<b>High Schools</b>					
Park Hill High School 7701 NW Barry Road Kansas City, MO 64153	8	2	1 per Week	TH	\$
Park Hill South High School 4500 NW RiverPark Drive Riverside, MO 64152	8	3	3 per Week	M W F	\$
Lead Innovation Studio 7201 N. Line Creek Parkway Kansas City, MO 64151	8	2	1 per Week	W	\$
<b>Middle Schools</b>					
Congress Middle School 8150 N. Congress Road Kansas City, MO 64152	8	2	1 per Week	W	\$
Lakeview Middle School 6720 NW 64 <sup>th</sup> Street Kansas City, MO 64151	8	1	3 per Week	M W F	\$
Plaza Middle School 6501 NW 72 <sup>nd</sup> Street Kansas City, MO 64151	8	4	2 per Week	T TH	\$
Walden Middle School 4701 NW 56 <sup>th</sup> Street Kansas City, MO 64151	8	2	1 per Week	W	\$
<b>Elementary Schools</b>					
Chinn Elementary School 7100 NW Chatham Ave Kansas City, MO 64152	8	2	1 per Week	TH	\$
English Landing Elementary School 6500 NW Klamm Drive Kansas City, MO 64151	8	1	3 per Week	M W F	\$
Graden Elementary School 8804 NW 45 Highway Kansas City, MO 64152	8	1	3 per Week	M W F	\$
Hawthorn Elementary School 8200 N Chariton Ave Kansas City, MO 64152	8	2	1 per Week	W	\$
Hopewell Elementary 3310 NW 68 <sup>th</sup> Street Kansas City, MO 64151	8	2	1 per Week	W	\$
Line Creek Elementary 5801 NW Waukomis Drive Kansas City, MO 64151	8	2	2 per Week	W F	\$
Prairie Point Elementary 8108 NW Belvidere Road Kansas City, MO 64152	8	1	3 per Week	M W F	\$
Renner Elementary 7401 NW Barry Road Kansas City, MO 64152	8	3	2 per Week	T TH	\$

Southeast Elementary						
5704 NW Northwood						
Kansas City, MO 64151	8	1	1 per Week	M	\$	
Tiffany Ridge Elementary						
5301 NW Old Tiffany Springs Rd						
Kansas City, MO 64154	8	1	1 per Week	TH	\$	
Union Chapel Elementary						
7100 NW Bethel						
Kansas City, MO 64152	8	3	5 per Week	M-F	\$	
<b>Other District Buildings</b>						
Early Childhood Center						
8100 N. Congress Ave						
Kansas City, MO 64152	8	1	1 per Week	TH	\$	
Russell Jones Education Center						
7642 NW Waukomis						
Kansas City, MO 64151	8	1	1 per Week	TH	\$	
District Office						
7703 NW Barry Road						
Kansas City, MO 64153	8	3	1 per Week	W	\$	
<b>Total</b>					<b>\$</b>	