

## **NOTICE TO BIDDERS**

Sealed bids for supplying refuse removal from several Greene County government facilities for the period of January 1, 2024 through December 31, 2024 shall be received by the Greene County Legislature until 1:30 p.m., on Thursday, October 5, 2023 at which time they will be opened and publicly read.

All bids must be contained in sealed envelopes clearly marked “BID – REFUSE REMOVAL” and addressed to:

Acting Clerk of the Greene County Legislature  
411 Main Street, Suite 408  
Catskill, NY 12414

All bids shall be submitted on the official bid form available at [www.greenegovernment.com](http://www.greenegovernment.com), the County website or from the Office of the Acting Clerk at the above address accompanied by the Certificate of Non-Collusion, Bidders and Vendors Acknowledgement, Title VI and, if required Authorization to Bid.

Greene County reserves the right to reject any and/or all bids.

Tammy L. Sciavillo  
Acting Clerk,  
Greene County Legislature

For Publication as Follows:  
Albany Times Union  
The Mountain Eagle

Thursday, September 14, 2023  
Thursday, September 14, 2023

**BID SPECIFICATIONS**

Refuse Removal, Greene County Facilities

A. General:

Install dumpsters, if applicable, and pick up refuse at the locations in Greene County as indicated below:

**Pick-up days, as specified, cannot be changed due to the food trash.**

Locations:	Dumpster Size	Pickups Per Week
1. Buildings & Grounds 90 Allen Street, Lower Lot Catskill, NY 12414	2- 8 yd.	1 F
2. Cairo Office Building Mountain Avenue Cairo, NY 12413 (Rear parking lot)	6 yd.	1 F
3. <b>Temporary</b> Greene County Jail 370 Mansion Street Coxsackie, NY 12192	6 yd.	1 F
<b>TEMORARILY SUSPENDEED</b>		
4. Greene County Sheriff's Office and Jail 45 Haverly Memorial Drive Coxsackie, NY 12051	8 yd.	1 TH
Recycling Container 45 Haverly Memorial Drive	8 yd.	1 TH
5. Department of Aging Nutrition Site Rivertown Senior Center Second and Warren Streets Athens, NY 12015	4 yd.	2 TU-F
6. Department of Aging Nutrition Site Coxsackie Senior Center 127 Mansion Street Coxsackie, NY 12051	2 yd.	1 F
<b>TEMPORARILY CLOSED</b>		
7. Department of Aging Nutrition Site Washington Irving Senior Center 15 Academy Street Catskill, NY 12414	2 yd.	1 F

- |    |   |       |                            |
|----|---|-------|----------------------------|
| 8. | Emergency Services Fire Training Ctr<br>25 Volunteer Drive<br>Cairo, NY 12413 | 2 yd. | <b>Once a<br/>MONTH</b>    |
| 9. | Historic Catskill Point<br>1 Main Street<br>Catskill, NY 12414                | 8 yd. | Once a Week<br>April – Nov |

**Billing Instruction:**

**Location 1 and 9** should be billed to:  
Greene County Buildings & Grounds  
411 Main Street  
Catskill, NY 12414

**Location 2** should be billed to:  
Greene County Mental Health  
905 Greene County Office Building  
Cairo, NY 12413

**Locations 3 & 4** should be billed to:  
Greene County Sheriff's Office and Jail  
45 Haverly Memorial Drive  
Coxsackie, NY 12015

**Locations 5, 6, & 7** should be billed to:  
Greene County Human Services  
411 Main Street  
Suite 247  
Catskill, NY 12414

**Location 8** should be billed to:  
Greene County Emergency Services  
Fire Training Center  
25 Volunteer Drive  
Cairo, NY 12413

- B. All dumpsters shall have locking capability.
- C. Bidders may bid on any one or more of the locations listed above.
- D. Certificate of Non-Collusion must accompany bid.

- E. Corporate bidders shall also submit an Authorization to Bid, executed by the appropriate officer of the corporation.
- F. Liability/Insurance:
1. The successful contractor shall be responsible for all damage caused during installation of dumpsters and/or pickup of refuse, or any other damage caused by the contractor's personnel or equipment.
  2. The successful contractor shall furnish to Greene County at the time of execution of contract evidence of insurance, the kinds and amounts of which are as follows:
    - a. Worker's Compensation and Employers Liability Insurance: A policy or policies providing protection for Employees in the event of job related injuries.
    - b. Motor Vehicle Liability Policies: With the limits of not less than \$300,000 for each accident because of bodily injury, sickness or disease, including death at any time, resulting therefrom, sustained by any person caused by accident, and arising out of the ownership, maintenance or use of any motor vehicle and with the limits of \$100,000 for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance or use of any motor vehicle.
    - c. General Liability: Including comprehensive form, contractual, premises/completed operations and broad form property insurance with limits not less than:
 

<u>Liability</u>	<u>Combined Single Limit</u>
Bodily Injury and Property Damage	\$1,000,000.
Personal Injury	\$1,000,000.
- G. The contract period shall be from January 1, 2024 through December 31, 2024.
- H. Greene County reserves the right to reject any and/or all bids.
- I. If the contractor fails to carry out an agreed pickup at any one of the locations set forth in Section A above, it shall forfeit all cost reimbursement from the County otherwise due to it for that location for the full week of the non-performed pickup.

**CERTIFICATE OF NON-COLLUSION**

To: County of Greene

Date: \_\_\_\_\_

Re: Attached Bid

I, \_\_\_\_\_

HEREBY CERTIFY, as follows:

1. That the attached bid has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor.
2. That the bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor.
3. That no attempt has been or will be made to induce any other person or firm to submit or not to submit a bid.
4. That the statements are accurate, under penalty of perjury.
5. That attached hereto (if a corporate bidder) is a certified copy of a resolution authorizing the execution of the certificate by the signatory of this bid or proposal on behalf of the corporate bidder.

\_\_\_\_\_  
(Name of Company or Corporation)

By:

\_\_\_\_\_  
(Signature of Officer)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Address of Company)

\_\_\_\_\_

This certification is made pursuant to an amendment to the State Finance Law, the General Municipal Law and the Public Authorities Law, relating to non-collusion in public bids and proposals, which became effective September 1, 1965. (Chapter 751 of the Laws of 1965)

**BIDDERS AND VENDORS ACKNOWLEDGEMENT**

**ALL VENDORS AND BIDDERS ACKNOWLEDGE AND AGREE TO BE BOUND BY THE GREENE COUNTY SEXUAL HARASSMENT PREVENTION POLICY (adopted 11/20/18) and THE GREENE COUNTY DISCRIMINATORY HARASSMENT PREVENTION POLICY (adopted 11/20/18)**

By signing below, all bidders and/or vendors hereby acknowledge and agree that he/she/they/it have carefully reviewed Greene County's policy(ies) prohibiting sexual harassment and/or discriminatory harassment, as referenced above, and agree to be subject to and bound by all terms and conditions contained herein.

All bidders and vendors hereby agree to indemnify and hold harmless Greene County, inclusive of reasonable attorney fees, from any and all claims related to any violation(s) of the above referenced policies allegedly arising from the conduct of their/its principals, employees, agents, hires and/or assigns.

All bidders and vendors hereby acknowledge and agree that if he/she/they/it reasonably believe that he/she/they/it are subjected to harassment/discrimination in violation of either of these above referenced policies, he/she/they/it shall be responsible for reporting the harassing and/or discriminatory conduct as outlined in said policies.

I HAVE CAREFULLY REVIEWED THE GREENE COUNTY SEXUAL HARASSMENT PREVENTION POLICY and THE GREENE COUNTY DISCRIMINATORY HARASSMENT PREVENTION POLICY, which I viewed in their entirety, at [www.greenegovernment.com](http://www.greenegovernment.com) on \_\_\_\_\_, \_\_\_\_\_, 2023. From Greene Government tab, top left to Legal Notices, top right.

By: \_\_\_\_\_  
Bidder/Vendor

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

**THIS EXECUTED ACKNOWLEDGEMENT MUST BE ATTACHED TO ANY AND ALL GREENE COUNTY BID and/or PROPOSAL SUBMISSIONS**

**GREENE COUNTY TITLE VI – NOTICE TO THE PUBLIC**

Greene County hereby gives public notice that it is the County of Greene’s policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, gender or national origin be excluded from the participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which Greene County received federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with Greene County. Any such complaint must be in writing and filed with the County Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained at no cost to the complainant on our website at [www.greenegovernment.com](http://www.greenegovernment.com) or by calling (518) 719-3540.

**I HAVE CAREFULLY REVIEWED THE GREENE COUNTY TITLE VI POLICY**

By: \_\_\_\_\_  
Bidder/Vendor

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

Dated: \_\_\_\_\_, \_\_\_\_\_ 2023

**THIS EXECUTED ACKNOWLEDGEMENT MUST BE ATTACHED TO ANY AND ALL GREENE COUNTY BID and/or PROPOSAL SUBMISSIONS**

**AUTHORIZATION TO BID**

Resolved, that \_\_\_\_\_  
(Name of Individual)

be authorized to sign and submit the bid or proposal of  
\_\_\_\_\_  
(Name of Corporation)

for removal of Greene County Refuse and to include in such bid or proposal the Certificate of Non-Collusion required by section one hundred three-d of the General Municipal Laws as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.

\* \* \* \* \*

The foregoing is a true and correct copy of this resolution adopted by  
\_\_\_\_\_, at a meeting of this board of directors held on the  
(Name of Corporation)  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Secretary

(CORPORATE SEAL)



## OFFICIAL BID FORM

I/We hereby submit the following bid to install dumpsters, if applicable, and remove refuse from one or more of the Greene County locations per Bid Specifications for the period of January 1, 2024 through December 31, 2024, based on the following amount per month per location:

<u>Locations:</u>	<u>Pickups Per Week</u>	<u>Cost Per Month</u>
1. Buildings & Grounds Lower Lot Catskill	1-Friday	\$ _____
2. Cairo Office Building Cairo	1-Friday	\$ _____
3. <b>Temporary</b> Greene County Jail Coxsackie	1-Friday <b>TEMPORARILY SUSPENDED</b>	\$ _____
4. Greene County Sheriff's Office and Jail Recycling Container Coxsackie	1-Thurs 1-Thurs	\$ _____ \$ _____
5. Department of Aging Nutrition Site Athens	2-Tues-Fri	\$ _____
6. Department of Aging Nutrition Site Coxsackie	1-Friday <b>TEMPORARILY CLOSED</b>	\$ _____
7. Department of Aging Nutrition Site Catskill	1-Friday	\$ _____
8. Emergency Services Fire Training Ctr Cairo	1-MONTH	\$ _____
9. Historic Catskill Point Catskill	Apr-Nov 1-Friday	\$ _____

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(Name of Company or Corporation)

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(Signature of Officer)

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(Title)