

**IRVING INDEPENDENT SCHOOL DISTRICT**  
PURCHASING DEPARTMENT  
2621 West Airport Freeway      IRVING, TX 75062  
PHONE: (972) 215-5440      FAX: (972) 215-5442

**REQUEST FOR COMPETITIVE SEALED PROPOSALS**

**CSP # 09-03 Dumpster and Refuse Removal Services**

Please RESPOND on the following not later than **3:00 PM October 7, 2008**"

**SUBMIT ONE ORIGINAL AND TWO COPIES OF BID.**

Mark sealed envelope "**CSP # 09-03 Dumpster and Refuse Removal Services "**

This **proposal will open at 3:00 PM October 7, 2008**" and deliver to the Purchasing Office address at the top of this form or mail to:

**MAIL TO:**

Rick Powell, Director of Purchasing  
Irving ISD  
P.O. Box 152637  
Irving, TX 75015-2637

OR DELIVER TO: 2621 West Airport Freeway, Irving, TX 75062

Any submissions of information or documents to Irving ISD (District) pursuant to this bid or proposal is deemed public information by the District unless the Director of Purchasing of the District is otherwise noticed in writing and responds to vendor in writing receiving said notice.

In determining the award of contracts, the District shall consider factors in accordance with Section 44 Texas Education Code.

The right is reserved to accept or reject quotations on each item separately or as a whole.

**IRVING INDEPENDENT SCHOOL DISTRICT**

By: 

Richard Powell, Director of Purchasing

Vendor legal name: \_\_\_\_\_

Signature of vendor's authorized representative \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_ Email \_\_\_\_\_

Phone (      ) \_\_\_\_\_ Fax (      ) \_\_\_\_\_

Vendors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Bidder certifies that the company complies with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375 and as supplemented in Department of Labor Regulations.

**NON-COLLUSIVE BIDDING CERTIFICATE**

By submission of this bid or proposal, the Bidder certifies that:

- a) This bid or proposal has been independently arrived at without collusion with any other Bidder or with any Competitor;
- b) This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or proposals for this project, to any other Bidder, Competitor or potential Competitor;
- c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the Bidder as well as to the person signing in its behalf.

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**Texas Education Code Section 44.034.**  
**Notification of Criminal History of Contractor**

- a) A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

Vendor response (initial): negative \_\_\_\_\_ or see attached information \_\_\_\_\_

- b) A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

- c) This section does not apply to a publicly held corporation. Initial if (c) applies \_\_\_\_\_

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**Is the vendor licensed to do business in the state of Texas? yes \_\_\_\_\_ no \_\_\_\_\_**

**If awarded under this CSP # 09-03, vendor agrees to comply, in all relevant respects, with all Federal, State, and Local laws and regulations related to the performance of services for Irving ISD. yes \_\_\_\_\_ no \_\_\_\_\_**

**Signature below certifies accuracy of answers to all sections on this page.**

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

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

Telephone Number (        ) \_\_\_\_\_

Date \_\_\_\_\_

### **CONFLICT OF INTEREST**

Effective May 25, 2007, Section 176.006, Local Government Code requires that persons or agents who enter or seek to enter into a contract with a local government entity shall file a completed conflict of interest questionnaire (Form CIQ), if they have an employment or other business relationship with an officer or family member of an officer of the entity or have given the officer or family member gifts in excess of \$250 aggregated over a twelve-month period. Failure to disclose this information is a Class C misdemeanor. This requirement will be addressed in all request for bids or proposals but vendors doing business with the district by purchase orders must also complete this form.

Negative responses are not required.

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### **VISITOR REGISTRY SYSTEM**

Pursuant to Section 38.022 of the Texas Education code, vendors must present a valid state or government-issued photo ID before access into the school is granted. This ID will be scanned into a registered sex offender database; any vendor found to be an offender will be denied access into the school. Local law enforcement will be contacted should this occur.

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### **EPCNT**

Approximately 37 school districts in the area have formed, through an inter-local agreement, the Educational Purchasing Cooperative of North Texas (EPCNT). Should any of these entities decide to participate in this bid, would you (the vendor) agree that all terms, conditions and specifications apply?

\_\_\_\_\_NO, \_\_\_\_\_YES, with pricing valid until \_\_\_\_\_.

If vendor checks yes, the following will apply:

Members and participants of the EPCNT will be eligible, but not obligated, to purchase materials/services under the contract awarded as a result of this solicitation. All purchases by members and participants other than the Irving ISD will be billed directly to that entity and paid by that entity. Irving ISD will not be responsible for another entity's debts. Each governmental entity will order their own materials/services as needed.

## **SPECIFICATION FOR DUMPSTER SERVICE**

The Irving Independent School District requires dumpster service at 42 regular campuses and other locations (see attached map). Current size and frequency of pick-up are as listed on the Bid Form.

### **Period of Contract.**

The intent of this bid is to establish service for 4 years. However, it is a one-year contract with optional extensions for 3 additional years. Bid prices must be firm for at least the first year, but recognizing cost-of-operating increases, bidder may include an annual escalation maximum percentage for optional extension years. Maximum possible costs will be used in the evaluation.

Purchase orders will be issued for each fiscal year (Contract start date through August 31, 2009 for the first year and then September 1st to August 31st) and the contract may be canceled at any time by the District, with 30 days notice, for failure to perform per the terms of this specification. Performance evaluation is at the sole discretion of the Irving ISD.

### **Start of Service.**

Dumpsters must be positioned and service commence within 30 days of notice to vendor of award.

### **Routes and Service.**

Once a contract is awarded, the routes and approximate times of service shall be provided to the District. Since campuses are located in residential areas, and at some locations in close proximity to neighbors, the pick-ups shall not be prior to 7:00 a.m. nor later than 9:00 p.m. Also, routes will be scheduled so that trucks will not enter student drop-off areas during the morning or afternoon rush hours (7:45 to 8:30 a.m. and 3:00 to 3:45 p.m.). Service drives may be used during these times.

### **Credit for missed service.**

If pick-up is two hours late, schools will be instructed to call for status. If location was missed, a truck shall be rerouted to make pick-up. If a location is not picked up at all on a scheduled day, credit in the amount bid will be applied to the monthly invoice.

Number of company trucks in Irving daily? \_\_\_\_\_

Call-back response time will be \_\_\_\_\_ hours.

Calls for extra pickup in afternoon must be requested by \_\_\_\_\_.

Information provide by these answers will be evaluated as it affects reliability of service. In the past, one truck servicing only the District locations has not been able to return for missed service.

\_\_\_\_\_  
Initial

Service includes the following:

- a) Maintaining dumpsters in proper working order, e.g., freely sliding doors and hinged covers that swing properly and close when dumpster is set back in place.
- b) Picking up any spilled trash that results from dumping action.
- c) Picking up any "overflow" bags if dumpster service was late or missed, and placing in dumpster. District personnel will pick up any overflow due to volume of trash only.
- d) Maintaining dumpster in proper sanitary condition and appearance. Should cleaning or painting (as well as maintenance) be required during the school year, dumpster will be "replaced", not removed, for maintenance work with no reduction in service.
- e) Position dumpsters within marked areas, where applicable. Dumpsters placed outside marked areas, which interfere with traffic or other loading and unloading operations, will require a truck to return to the location and re-position the dumpster(s).
- f) During the reduced summer schedule, all dumpsters will be cleaned, painted, serviced, and returned.
- g) Graffiti may be immediately painted over by District personnel if deemed necessary. If the company requires any special paint or color, the paint will be supplied to the District for application by District personnel.

**Summer Schedule.**

After the school year ends in late May or early June, service may be reduced to once per week and generally only one dumpster per campus. Invoices for these months will prorate the full service and reduced service monthly rates for actual service provided.

**Invoices.**

Payment is made for service rendered. Invoices will be paid at the end of the month of service and invoices must separately list any special/additional pick-ups requested. Any special pick-up or other service that entails additional cost over the monthly bid must be approved by the District's Maintenance Office, not by calls from individual campuses.

Map of District available at: [http://www.irvingisd.net/pdf\\_files/IrvingISDMap.pdf](http://www.irvingisd.net/pdf_files/IrvingISDMap.pdf)

All litigation resulting from the service contract awarded from this Competitive Sealed Proposal will have venue in Dallas, County, Texas and the laws of the State of Texas will control.

\_\_\_\_\_  
Initial

## **INSURANCE**

Vendor must submit proposed insurance coverage to be in place during the performance of the contracted work that will flow from this proposal upon award. The vendor must provide, at a minimum, coverage for Commercial General Liability Insurance, Workers Compensation Insurance at statutory limits, and Commercial Automobile Liability Insurance.

District will expect that before commencing work and within 10 working days of the executed contract, the Vendor shall be required, at the Vendor's own expense, to furnish insurance certificates acceptable to Irving ISD for Workmen's Compensation, General Liability, and Automobile.

## **EVALUATION CRITERIA**

Irving ISD will use the following criteria when evaluating the proposal.

- 1. 50% - Purchase price**
- 2. 4%- Extent to which the goods or services meet the district's needs.**
- 3. 5% - Total long term cost to the District to acquite the vendor's goods and services.**
- 4. 15% - Quality of the Vendor's goods and services.**
- 5. 10% - Vendor's past relationship and performance with the district.**
- 6. 15% - Reputation of the vendor and of the vendor's goods or services.**
- 7. 1% - Impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.**

**Bid Response Form - page 1 MONTHLY DUMPSTER SERVICE**

<b>SCHOOL/LOCATION</b>	<b>CURRENTLY SIZE/TIMES PER WEEK</b>	<b>MONTHLY COST</b>
High School Academy	Three 8 yd/5	
Irving High	Two 8 yd/2 & Two 8 yd/5	
MacArthur High	Two 6 yd/5 & Two 8 yd/5	
Nimitz High	Two 6 yd/5 & Two 8 yd/5	
Austin Middle School	Two 6 yd/5	
Bowie Middle School	Two 8 yd/5	
Crockett Middle School	Two 6 yd/5	
deZavala Middle School	Two 6 yd/5	
Travis Middle School	Two 6 yd/5	
Houston Middle School	Two 6 yd/5	
Lamar Middle School	Two 6 yd/5	
Barton Elementary	Two 6 yd/5	
Brown Elementary	One 8 yd/5	
Brandenburg Elementary	One 8 yd/5	
Britain Elementary	Two 6 yd/5	
Davis Elementary	One 8 yd/5	
Elliott Elementary	Two 6 yd/5	
Farine Elementary	One 8 yd/5	
Gilbert Elementary	One 8 yd/5	
Good Elementary	Two 6 yd/5	
John Haley Elementary	Two 6 yd/5	
Tom Haley Elementary	One 8 yd/5 & One 6 yd/5	
Hanes Elementary	Two 6 yd/5	
Johnston Elementary	Two 6 yd/5	
Keyes Elementary	One 8 yd/5	
Lee Elementary	One 8 yd/5	
Lively Elementary	One 8 yd/5	
Schulze Elementary & Wheeler	Two 6 yd/5	
Stipes Elementary	Two 6 yd/5	
Townley Elementary	Two 6 yd/5	
Townsell Elementary	Two 6 yd/5	
Clifton Early Childhood	One 8 yd/5	
Kinkeade Early Childhood	One 8 yd/5	
Pierce Early Childhood	One 8 yd/5	
Administration Building	One 8 yd/5	
Administrative Annex	One 4 yd/2	
Union Bower Center for Learning	One 8 yd/5 & One 6 yd/5	
Facilities Service Center	One 8 yd/1	
Union Bower West (800 N O'Connor)	One 8 yd/1	
Secondary Reassignment Center	One 8 yd/3	
Ratteree Career Develop Ctr.	One 8 yd/3	
	<b>TOTAL MONTHLY SERVICE COST:</b>	

**Bid Response Form - page 2 MONTHLY DUMPSTER SERVICE - continued**

Additional special pickup cost: 4 yd \_\_\_\_\_ 6 yd \_\_\_\_\_ 8 yd \_\_\_\_\_

Can this special pickup be scheduled for Saturday? \_\_\_\_\_

Credit due when a dumpster is not picked up on scheduled day \$ \_\_\_\_\_

Additional pricing for possible changes of service:

	1x/wk	2x/wk	3x/wk	4x/wk	5x/wk
6 yd	_____	_____	_____	_____	_____
1x/wk	2x/wk	3x/wk	4x/wk	5x/wk	
8 yd	_____	_____	_____	_____	_____

All prices firm for \_\_\_\_\_ yr(s) and then \_\_\_\_\_% maximum annual increase if extended.

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**NON- SCHEDULED REFUSE REMOVAL**

**Roll Off Refuse Containers:**

1. Please list Roll off refuse containers available and price and terms per use.

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All prices within non-scheduled refuse removal section remain firm for \_\_\_\_\_ yr(s) and then \_\_\_\_\_% maximum annual increase if extended.

2. Please list other options for refuse removal or other services your company provides and pricing. Include other sheets if necessary.

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All prices within non-scheduled refuse removal section remain firm for \_\_\_\_\_ yr(s) and then \_\_\_\_\_% maximum annual increase if renewal option exercised by District.

# Irving Independent School District Directory

[Print](#)

## School Listing, Phone Numbers, and Addresses

High Schools	Phone	Address	Zip
Irving High School	972-273-8300	900 O'Connor	75061
MacArthur High School	972-261-2100	3700 N. MacArthur	75062
Nimitz High School	972-273-8600	100 W. Oakdale	75060
The Academy of Irving ISD	972-258-5300	4601 N. MacArthur	75038

Middle Schools	Phone	Address	Zip
Austin Middle School	972-721-3100	825 E. Union Bower	75061
Bowie Middle School	972-721-3000	600 E. Sixth	75060
Crockett Middle School	972-313-4700	2431 Hancock	75061
de Zavala Middle School	972-273-8900	707 W. Pioneer	75061
Houston Middle School	972-261-2300	3033 W. Country Club	75038
Lamar Middle School	972-313-4400	219 Crandall	75060
Travis Middle School	972-261-2400	1600 Finley	75062

Elementary Schools	Phone	Address	Zip
Barton Elementary School	972-313-4100	2931 Conflans	75061
Brandenburg Elementary School	972-258-7100	2800 Hillcrest	75062
Britain Elementary School	972-554-3800	631 Edmondson	75060
Brown Elementary School	972-513-4000	2501 W. Tenth	75060
Davis Elementary School	972-313-4900	310 Davis	75061
Elliott Elementary School	972-313-4300	1900 S. Story	75060
Farine Elementary School	972-261-2700	615 Metker	75062
Gilbert Elementary School	972-721-8400	1501 E. Pioneer	75061
Good Elementary School	972-721-3300	1200 E. Union Bower	75061
John Haley Elementary School	972-273-6600	1100 Schulze	75060
Thomas Haley Elementary School	972-261-2500	3601 Cheyenne	75062
Hanes Elementary School	972-261-2900	2730 Cheyenne	75062
Johnston Elementary School	972-659-7700	2801 Rutgers	75062
Keyes Elementary School	972-721-3400	1501 N. Britain	75061
Lee Elementary School	972-261-2600	1600 Carlisle	75062
Lively Elementary School	972-273-6700	1800 Plymouth	75061
Schulze Elementary School	972-785-3500	1200 S. Irving Heights	75060
Stipes Elementary	972-986-4500	3100 Cross Timbers	75060
Townley Elementary School	972-273-6800	1030 Vilbig	75060
Townsell Elementary School	972-215-5500	3700 Pleasant Run Road	75038

Early Childhood Schools	Phone	Address	Zip
Clifton Early Childhood School	972-261-2800	3950 Pleasant Run	75038
Kinkeade Early Childhood School	972-273-6500	2333 Cameron	75060
Pierce Early Childhood School	972-554-3700	901 Britain	75061

Learning Centers	Phone	Address	Zip
Elementary Development Center	972-721-3280	1600 E. Shady Grove	75060
Ratteree Career Development Center	972-313-4800	2121 S. MacArthur	75060
Secondary Reassignment Center	972-313-4600	3207 W. Pioneer	75061
Union Bower Center for Learning	972-273-6180	101 E. Union Bower	75061
Wheeler Transitional & Development Center	972-554-3750	1600 E. Shady Grove	75060

Other Facilities	Phone	Address	Zip
Administration Building	972-215-5000	2621 W. Airport Freeway	75062
Administrative Annex	972-215-5025	820 O'Connor Road	75062
Facilities Service Center	972-261-5100	3620 Valley View	75061
School Meal Application Center	972-273-6941	800 O'Connor Road	75061
School for the Deaf	972-721-7950	631 Edmondson	75060
Learning Resources (at Ratteree)	972-273-6950	2121 S. MacArthur	75060
Irving Schools Stadium		600 E. 6th Street	75060