

REQUEST FOR BIDS

COMPACTOR CHUTE CLEANING & PREVENTATIVE MAINTENANCE

Due: September 9th, 2024 by 10:00 AM



*Hackensack Housing Authority
65 First Street
Hackensack, New Jersey 07601
201 342-4280*

REQUEST FOR PROPOSALS

The Housing Authority of the City of Hackensack, New Jersey will accept public sealed bids for its garbage chute cleaning and disinfecting. The services will be for a term not to exceed 24 months. It is the Housing Authority's desire to clean its garbage chutes twice (2) annually. All services must be in accordance with industry standards, guidance, directives, regulations governing compactor chute cleaning.

It is the Housing Authority's goal to keep its building in a clean and safe condition. The services that are requested to meet its goal, will be as follows and will encompass all the following properties:

- 1) Five (5) Properties (5 chutes total):

Ostrowski Court

230 Central Avenue

Hackensack, New Jersey 07601

Number of units: 50 (6-1 bedrooms, 18-2 bedrooms, 25- Three Bedrooms, 1-4 bedrooms)

Stories: Seven

Widnall Towers

65 First Street

Hackensack, New Jersey 07601

Number of Units: 100 (20-1 bedrooms, 80 studios)

Stories: 13

Barsalona Court

164 Beech Street

Hackensack, New Jersey 07601

Number of Units: 46

Stories: 7

Dizenzo Court

175 West Railroad Avenue

Hackensack, New Jersey

Number of Units: 60 (48-1-bedroom, 12-0 Bedroom)

Stories: 7

Harry Berkie Gardens
60 Kansas Street
Hackensack, New Jersey 07601

Number of Units: 100 (70-0 Bedrooms, 26-1 Bedrooms, 4-2
Bedrooms)
Stories: 10

- 2) The selected vendor should thoroughly clean each chute from the top down. A disinfectant, with odor control, should be used in the cleaning process.
 - a. Pressure wash all hoppers.
 - b. All chemicals should be 100% biodegradable and environmentally friendly.
 - c. All grease build-up and potential fire hazards should be removed from the chutes.
 - d. All electronic compactor components should be covered to ensure that overspray does not cause damage.
 - e. The compactor should be cleaned at the base by applying a degreaser, followed by a thorough power washing (similar to the chute cleaning).
 - f. All cleaning shall be performed twice (2) annually at 6-month intervals. The schedule shall be established and approved by the Housing Authority.
 - g. The vendor shall provide enough advance notice to the residents that the compactor will be out of service during the cleaning process.
 - h. The vendor should perform a floor-to-floor inspection of each compactor door, the compactor unit, and all other components. A separate estimate should be prepared for necessary and suggested repairs to ensure that the

system is always in good working order.

i. All cleaning services must be accomplished in a professional manner and according to industry acceptable standards.

j. Work shall be undertaken Monday to Friday, between the hours of 7:00 AM to 4:00 PM.

Qualifications:

- 1) Should be in the chute cleaning business a minimum of three years.
- 2) Must be approvable by the U.S. Department of Housing and Urban Development to provide these services.
- 3) Must have valid insurance

Bid Submission:

All persons interested in submitting a bid for the Housing Authority's chute cleaning & preventative maintenance services should flat fee for each building. The proposal must include the following:

- 1) Flat fee per building for all services outlined in the RFP.
- 2) Copy of the vendor's insurance certificate (including workers comp.).
- 4) Listing of references and current customers.
- 5) Copy of the vendors NJ Business registration form.
- 6) Non-Collusive Affidavit

Sealed bids should be delivered to the Housing Authority of the City of Hackensack, 65 First Street, Hackensack, New Jersey on

or before Monday, September 9th, 2024, by 10:00 AM. Bids packages should contain an original and one copy. The sealed bid package should clearly indicate on the sealed envelope: " Bid for chute cleaning Services." The buildings are available for inspection between the hours of 8:00 AM to 2:00 PM, Monday to Friday.

The Housing Authority reserves the right to reject any and all bids received for these services. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract.

This contract is being solicited through a fair and open process in accordance with NJSA 19:44A-20 et seq.

ANTHONY FEORENZO
Executive Director

BID CHECKLIST

_____ Bid Form (including Price)

_____ Copy of Vendor's Insurance Certificate

_____ Listing of References and Current Customers (include telephone numbers)

_____ NJ Business Registration Form

_____ Non-collusive Affidavit

_____ New Jersey Business Registration form

_____ Bid Checklist

Please check off each item that is being submitted with the bid and include this sheet with the bid. Failure to include these items with the bid will result in rejection of the bid.

Signature

Date:

BID FOR COMPACTOR CHUTE CLEANING & PREVENTATIVE MAINTENANCE

Hackensack Housing Authority
65 First Street
Hackensack, New Jersey 07601
(201) 342-4280

Submitted by:

Company Name: _____

Address: _____

Telephone Number: _____

Contact Person: _____

Price for Disinfecting Services (per cleaning):

- | | |
|-------------------------|----------|
| 1) Ostrowski Court | \$ _____ |
| 2) Widnall Towers | \$ _____ |
| 3) Barcelona Court | \$ _____ |
| 4) DiZenno Court | \$ _____ |
| 5) Harry Berkie Gardens | \$ _____ |

Total for all site (per cleaning) \$ _____

Hourly rates for other services: \$ _____

*Price for basic services includes all work outlined in the attached Request for Proposals.

Term: 24 Months

Date: _____

Contractor's Signature

The Housing Authority reserves the right to reject any and all proposals received in response to its R.F.P. The proposal must contain all the attachments as stated in the "Proposal Submission" section of the R.F.P.

Legal Advertisement
REQUEST FOR BIDS

The Housing Authority of the City of Hackensack, New Jersey will accept sealed bids for the following services:

"COMPACTOR CHUTE CLEANING & PREVENTATIVE MAINTENANCE"

It is the Housing Authority's desire to retain a duly qualified, competent, and capable chute cleaning company. All services must be in accordance with industry standards for chute cleaning.

All vendors interested in submitting a bid for these services should contact the Housing Authority of the City of Hackensack to receive a copy of the formal Request for Bids (RFB). The RFB specifies the scope of the services and the requirements for submitting a bid. The RFP is also, posted on the Housing Authority's website at: Hackensackhousing.org

All bids must be submitted the office of the Housing Authority of the City of Hackensack, 65 First Street, Hackensack, New Jersey on or before September 9th, 2024, by 10:00 AM. Bids should be sealed and clearly labeled: "Bid for Chute Cleaning Services."

The Housing Authority reserves the right to reject any and all bids received for these services. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract.

This contract is being solicited through a fair and open process in accordance with NJSA 19:44A-20 et seq.

ANTHONY FEORENZO
Executive Director

AGREEMENT FOR CHUTE CLEANING & PREVENTATIVE MAINTENANCE SERVICES

THIS AGREEMENT made on _____ 1st, 2024, by and between _____, New Jersey, (the "Contractor") and the Housing Authority of the City of Hackensack, 65 First Street, Hackensack, New Jersey (the "Authority").

WITNESSETH, that the contractor and the Authority for the consideration stated herein agrees as follows:

ARTICLE 1. - Statement of Work

The contractor shall furnish all labor and materials and other items as specified in the attached Request for Bids for compactor chute cleaning & preventative maintenance services.

ARTICLE 2. - Time of Completion

The term of this contract shall be for 24 months commencing on authorization from the Executive Director.

ARTICLE 3. - Contract Price

The contractor shall be entitled to \$ _____ per cleaning. All billing will be accomplished via an invoice and shall be billed after completion of the work.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the date and year first written above.

ANTHONY FEORENZO-Executive Director

Date:

Date:

NON-COLLUSION AFFIDAVIT

State of New Jersey
County of _____

ss:

I, _____ residing in _____
(name of affiant)

(name of municipality)
in the County of _____ and State of _____ of full age,
being duly sworn according to law on my oath depose and say that:

I am _____ of the firm of _____
(title or position) (name of firm)

_____ the bidder making this Proposal for the bid

entitled _____, and that I executed the said proposal with
(title of bid proposal)

full authority to do so that said bidder has not, directly or indirectly entered into any agreement,
participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in
connection with the above named project; and that all statements contained in said proposal and in this
affidavit are true and correct, and made with full knowledge that the _____

_____ relies upon the truth of the statements contained in said Proposal
(name of contracting unit)

and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such
contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent
fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

_____.

Subscribed and sworn to

before me this day

Signature

_____, 2____

(Type or print name of affiant under signature)

Notary public of

My Commission expires _____

(Seal)

