



Invitation For Bids

Solid Waste Collection, Transfer Station, Roll-Off, and Metal Recycling Services

The **Glen Canyon Special Service District of Big Water, Utah** (“District” or “GCSSD”) invites sealed bids from qualified contractors to provide residential solid waste collection, transfer station container service, community cleanup roll-off service, and metal recycling container service in accordance with this Invitation for Bids (“IFB”).

This IFB is issued pursuant to Utah Code 63G-6a-603 and the District’s Purchasing Policy. The District intends to award a contract to the **lowest responsive and responsible bidder** whose bid meets the requirements and objective criteria stated in this IFB.

The District reserves the right to reject any or all bids, waive minor informalities to the extent permitted by law and policy, cancel this solicitation, and re-solicit if determined to be in the best interest of the District.

1. Issuing Entity

Glen Canyon Special Service District of Big Water
PO BOX 410037
60 N Aaron Burr
Big Water, UT 84741

Attn: Jennie Lassen Board Chair
Phone: 435-675-3760

Email: bigwaterdeputyclerk@gmail.com

2. Description of Procurement Item

The District seeks bids for furnishing all labor, supervision, trucks, equipment, residential cans, containers, transportation, disposal, and related services necessary to provide the following services within the Big Water, Utah service area.

A. Residential Solid Waste Collection

1. Contractor shall provide once-weekly residential solid waste collection service for all residential cans throughout Big Water.
2. Regular collection day shall be **Wednesday**, with all regular Wednesday route service completed by **end of day Wednesday**.
3. The number of residential may fluctuate due to resident move-ins, move-outs, vacancy changes, and community growth.

4. Contractor shall furnish the residential cans used for service and shall maintain, repair, and replace damaged cans at **no cost to the District or the customer**.
5. Contractor shall collect, transport, and lawfully dispose of all residential solid waste collected under the contract.
6. Contractor shall bill the District monthly for actual number of cans serviced each month

B. Missed Pickups

1. Any missed residential pickup occurring on Wednesday and reported to the contractor or the District shall be remedied within **24 hours after notice**.
2. Bidder shall describe its customer complaint and missed-pickup process.

C. Transfer Station Container Service

1. Contractor shall provide and service approximately **five (5) - (6) cubic yard bins** or equivalent appropriately sized bin(s) located at the District transfer station
2. Bins shall be emptied at an on-call basis.
3. Bidder shall state its response time for transfer station service requests.

D. Community Cleanup Roll-Off Service

1. The District anticipates approximately **two community cleanup events per year with dates at the request of the District**.
2. For each event, contractor shall provide **two (2) 30-yard roll-off dumpsters** at locations designated by the District.
3. During each event, each roll-off dumpster shall be hauled and dumped **two (2) times at the request of the District**.
4. The District estimates a total of **eight (8) roll-off haul/dump cycles annually**.
5. Bidder shall state its response time for roll-off delivery, exchange, haul, and pickup.

E. Metal Recycling Container Service

1. Contractor shall provide and service **one (1) 30-yard metal recycling bin** on an on-call basis at a location designated by the District.
2. Contractor shall haul or dump the metal recycling bin upon District request.
3. Contractor may retain the revenue from recyclable metal collected in the recycling bin.

3. Specifications and Performance Requirements

Specifications are intended to clearly describe the District's needs, emphasize functional and performance criteria, encourage competition, and avoid being unduly restrictive.

The successful bidder shall comply with the following requirements:

1. Contractor shall provide sufficient personnel, trucks, cans, containers, and backup equipment to perform the services reliably.
2. Contractor shall comply with all applicable federal, state, county, and local laws, regulations, permits, and licensing requirements.
3. Contractor shall provide a designated customer service contact for the District.
4. Contractor shall identify the disposal or transfer facility or facilities it intends to use.
5. Contractor shall submit invoices in a clear monthly format approved by the District.
6. Contractor shall provide any service reports reasonably requested by the District.

4. Contract Term

The resulting contract shall have an initial term of **five (5) years**.

Any annual fee increase after the first contract year shall not exceed **five percent (5%)**.

The contract shall state that **no fuel surcharge, environmental fee, mileage fee, energy fee, or other similar add-on charge shall be imposed in addition to the bid price.**

5. Pricing Requirements

Each bid shall include a **defined itemized price for each service:**

1. **Monthly Price** for each individual residential can serviced once per week
2. **Roll-Off Unit Price** for each 30-yard roll-off haul/dump event, including delivery, placement, hauling, dumping, disposal, and final pickup of 2 roll offs each dumped twice per event
3. **Metal Recycling Bin Service Price** for each on-call haul or dump of the 30-yard metal recycling bin.
4. **Transfer Station Price** to empty all five bins or equivalent at the transfer station for each on-call request

6. No Hidden Charges

The bid price shall include all labor, equipment, cans, maintenance, repair, replacement, hauling, disposal, transport, overhead, insurance, and all other costs necessary to fulfil the contract.

No hidden charges or extra fees shall be permitted.

Specifically, bids shall not include or rely upon later-added:

- fuel surcharges,
- environmental fees,
- energy surcharges,
- mileage fees,
- administrative handling fees, or
- similar charges not expressly included in the bid.

Any bid containing unclear, conditional, or undisclosed pricing may be deemed non-responsive. We also reserve the right to reject any unreasonable or unbalanced pricing.

7. Bidder Qualifications

Each bidder shall submit:

1. legal name of bidder and principal business address;
2. authorized representative contact information;
3. description of experience providing similar residential solid waste services;
4. at least three references for similar contracts;
5. proof of required licenses and permits;
6. proof of insurance;
7. description of equipment, staffing, and service capacity.

8. Instructions for Submitting Bids

Bids shall be submitted to the Big Water Town Hall office as **physical sealed bids only**.

Bid Deadline: Tuesday May 19, 2026 at 3:00pm Utah time

Delivery Address: 60 N Aaron Burr Big Water, UT 84741

The outside of the envelope shall be plainly marked:

SEALED BID – GCSSD SOLID WASTE SERVICES

Late bids shall not be accepted. Bidders submitting by physical delivery are solely responsible for meeting the deadline.

9. Public Opening

Bids will be publicly opened and recorded at the time and place designated below, in the presence of one or more witnesses.

Opening Date: May 20, 2026

Time: 5:30pm Utah time

Location: Big Water Town Hall 60 N Aaron Burr Big Water, UT 84741

10. Objective Criteria for Evaluation

The District will evaluate bids using the following objective criteria:

1. timely submission;
2. completeness of the bid;
3. compliance with all IFB requirements;
4. bidder responsibility, including experience, equipment, staffing, licensing, and insurance;
5. definite calculated pricing;
6. lowest total evaluated price for the contract as stated in the IFB.

The contract will be awarded to the **lowest responsive and responsible bidder**.

11. Addenda

The District may issue addenda before the bid deadline. Any addenda shall become part of the IFB.

12. Reservation of Rights

The District reserves the right to reject any or all bids, waive immaterial informalities where permitted, cancel the solicitation, and re-solicit when in the best interest of the District.

13. Award of Contract/ Partial Award

The District reserves the right to:

- *Award all services to one contractor
- *Award individual service categories separately
- *Award to multiple contractors
- *Award any combination of services