



Porter County

**RECYCLING
& WASTE REDUCTION**

REQUEST FOR PROPOSALS

COLLECTION, TRANSPORTATION, and/or PROCESSING AND MARKETING OF RECYCLABLE MATERIALS COLLECTED AT THE RESIDENTIAL RECYCLING DROP-OFF CENTERS

PRE-RFP MEETING

May 25, 2023 at 9:00 a.m. CST

Porter County Recycling and Waste Reduction District

155 Indiana Avenue, Room 312

Valparaiso, IN 46383

RFP DUE DATE & TIME

June 26, 2023 at 10:00 a.m. CST

RFP OPENING

June 26, 2023 at 10:01 a.m. CST

SUBMISSION LOCATION

Porter County Recycling and Waste Reduction District

155 Indiana Avenue, Suite 314

Valparaiso, IN 46383

Attention – Keri Marrs Barrón, Executive Director

REQUEST FOR PROPOSALS

NOTICE TO BIDDERS

The Porter County Recycling and Waste Reduction District (“District”) will be receiving sealed proposals for the “COLLECTION, TRANSPORTATION, and/or PROCESSING AND MARKETING OF RECYCLABLE MATERIALS COLLECTED AT THE RESIDENTIAL RECYCLING DROP-OFF CENTERS” until June 26, 2023 at 10:00 a.m. Central Standard Time in the office at the address listed below. Late proposals will not be considered.

A copy of the Request for Proposal (“RFP”) can be obtained by emailing Keri Marris Barrón, Executive Director at kbarron@portercountyrecycling.org OR obtain a copy at the District office, 155 Indiana Avenue, Suite 314, Valparaiso, Indiana; Monday thru Friday 8:30 am to 4:30 pm. The District is not responsible for any emails going into spam/junk mail. The “Contractor” shall, comply with and be responsible for, all requirements outlined in the RFP document.

There will be a pre-bid meeting held on May 25, 2023, 9:00 a.m. CST at the offices of the Porter County Recycling and Waste Reduction District, 155 Indiana Avenue, Room 312, Valparaiso, IN 46383.

For information regarding this notice, contact issuing officer:

Keri Marris Barrón, Executive Director
Porter County Recycling and Waste Reduction District
155 Indiana Avenue, Suite 314
Valparaiso, IN 46383
219-465-3694
kbarron@portercountyrecycling.org

Advertised
May 19, 2023

REQUEST FOR PROPOSALS

SECTION 1. GENERAL INSTRUCTIONS

RFP Process – Milestones and Timetable

A. Issue RFP:	May 19, 2023
B. Pre-Bid Meeting:	May 25, 2023
C. RFP Responses Due/Opening:	June 26, 2023
D. RFP Award and Authorization to begin Negotiations:	July 25, 2023
E. Contract Award:	October 10, 2023
F. Contract Execution	January 1, 2024

Pre-RFP Meeting

- A. Businesses/Contractors who request an RFP document are encouraged to attend the Pre-Bid meeting held on May 25, 2023, 9:00 a.m. CST, at 155 Indiana Avenue, Room 312, Valparaiso, IN 46383. Comments and requests for clarifications may be submitted to Keri Marrs Barrón, Executive Director at KBarron@portercountyrecycling.org.
1. Responses and clarifications to questions asked during the Pre-RFP meeting shall be emailed to all companies/contractors who have requested a copy of the RFP document and provide a valid email address.
 2. All responses by the District to potential Contractors shall be in writing via email addresses provided by the Contractors.
 3. No questions or requests for clarification shall be responded by the District forty-eight (48) hours prior to the RFP due date of June 26, 2023
- B. The pre-bid meeting is not mandatory.
- C. The Pre-Bid meeting will not be recorded. Businesses/Companies may receive more precise clarification to their questions by attending the Pre-Bid meeting.

Addendum

- A. The District will issue all addenda via emails. It is the responsibility of each Contractor to provide a valid email address of the person responsible for submission of company's response to this RFP document. The District shall not be responsible for failed transmissions, emails going to spam/junk or any other potential failure not within the control of the District.
- B. The District will use current email addresses for Contractors who have requested prior to this RFP process to be placed on a "Bidders and Request for Proposal List" for similar or same projects as the "Collection, Transportation, Processing and Marketing of Recyclable Materials collected at the Residential Recycling Drop-off Centers".
- C. The first addendum will be sent out within three-days (3-days) of the Pre-RFP meeting.

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Submission of Proposal

Contractors shall submit their proposals to the following person:

Recycling and Waste Reduction District of Porter County
ATTN. Keri Marrs Barrón, Executive Director
155 Indiana Avenue, Suite 314
Valparaiso, IN 46383
KBarron@portercountyrecycling.org
219-465-3694

Proposal shall be submitted to Ms. Barrón via a sealed envelope. The Contractor proposal shall be submitted on a thumb-drive. The thumb-drive shall include a complete copy of the Contractors proposal to the District. The envelope shall also include one original document printed on recycled paper and double-sided when possible.

The District is offering the Contractor two contract options:

OPTION ONE

Deliver service at up to seven (7) recycling centers located in Porter County with only 8 yard containers provided by the contractor for the collection of comingled recyclables.

Said 8 yard containers will be new or like new, in good operating condition and equipped with new lid configurations and working lock bars to deter contamination.

OPTION TWO

Deliver service at up to seven (7) recycling centers located in Porter County using alternative container sizes and/or lid configurations.

Said alternative containers and/or lid configurations will be new or like new, in good operating condition and equipped with working lock bars or similar mechanisms to deter contamination. Under Option Two, the District will not be responsible for contamination.

TERM

January 1, 2024 – December 31, 2026

Option Renewal Year(s)

January 1, 2025 – December 31, 2025

January 1, 2026 – December 31, 2026

SECTION 2. SCOPE OF SERVICE

The District intends to continue its drop-off recycling center program by operating sites across Porter County. These drop-off centers augment existing municipal curbside recycling programs and serve, in decreasing order of priority, apartment dwellers, small business recycling programs, and homeowners who do not have or who miss regular curbside collection.

All drop-off centers must be operated in accordance with all current federal, state, and local regulatory, zoning and any other applicable requirements.

Currently the District operates seven (7) centers throughout the County. All recycling drop-off centers will be un-monitored units.

The District collected the following tonnages from the recycling drop-off centers:

2022 - 840 Tons

2021- 572 Tons

2020 - 986 Tons

The contract period will be for a minimum of one (1) year, with payment made on a monthly basis.
District Responsibilities

1. To provide security provisions, which may include video surveillance, as well as installation and maintenance of fencing made from recyclable plastic or other recycled material around the sites.
2. Signage for the site that provides information related to the District and operations of the site, including but not limited to, the District's name and contact information, illegal dumping information, materials to be collected and any other relevant information deemed necessary to educate the public.
3. Communicate service issues to the Contractor in a timely fashion. If possible, before close of business on the day the issues will be reported to the District.
4. Pay all invoices within thirty-days of receipt of the Contractors invoice.
5. Provide education to the public regarding recyclable material accepted at drop-off recycling centers. **Local market conditions regarding what recyclable material is accepted at area material recycling facilities (MRFs) will drive the education message.**
6. Provide locations of the drop-off recycling center to the contractor. The 6 of 7 recycling drop-off centers shall be open to the public seven (7) days a week, 24 hours a day. The following is a list of the current locations, number and sizes of containers, and the service days per week under the current containers collected in 2022:

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Location	Address	Lifts/Week	Days	Cont Size	Days / Week	Quantity
Burns Harbor	310 Navajo Trail	3	M	8 yard	1	3
Boone Grove	319 W 550 S	6	T, Th	8 yard	2	3
Hebron	125 N Main St	14	T, Th	8 yard	2	7
Kouts	406 S Kouts St	10	T, Th	8 yard	2	5
Chesterton	1600 Pioneer Trl	36	M, W, F, Sa	8 yard	4	9
Valparaiso	2150 W Lincolnway	30	M,W, F	8 yard	3	10
Portage	6451 US Highway 12		on call	8 yard	as needed	2

7. In the event the District determines a site needs to be closed, the District shall provide the contractor with a minimum of a two-week (2) notice prior to the removal of the containers.

The same will be true if the District is going to add a site, reduce/increase the number of containers at a site or add/delete a service day to a site.

8. The District shall work with the Contractor to address excessive fly-dumping issues. This may include, but is not limited to, providing enforcement operations, removal of a site, relocation of a site or other agreed upon actions to reduce or eliminate fly-dumping from a site.
9. The District shall not engage in any activity that negatively impacts the business interests of the Solid Waste Industry. This includes providing any new services in which the Contractor is currently engaged in within Porter County, Indiana. If there is a public service interest that may conflict with the business interest of the Contractor, the District shall notify the Contractor and ensure there is an agreement for the District to proceed because the Contractor does not have an interest or cannot provide the same or similar services at a reasonable cost.

B. Contractors Responsibilities

1. The Contractor shall provide a list of end-users or qualified brokers that will receive the recyclables collected from the drop-off centers, to include the procedures and parameters used for the sale of the recycling commodities. The Proposer shall be responsible for transporting and/or marketing all recyclable materials collected from these drop-off recycling centers.
2. No recyclable materials collected shall be disposed of or taken to a landfill or final disposal facility, or any other similar type of location.
3. If processing and/or contamination charges are proposed, the Contractor shall provide information regarding:
 - a. Definition of "Processing"
 - b. Definition of "Contamination"
 - c. How material collected from District sites is kept separate from other clients' material to be able to examine for contamination

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- d. How Contractor processes or removes contamination prior to either transfer of material to MRFs or marketing of material
 - e. Alerting the District of each instance of contamination
 - f. Recording the instance of contamination
 - g. Charges for processing and each instance of contamination
4. It is recognized that not using best management practices (i.e.; ensuring containers locked at all times) may result in contamination. In the event that the Contractor charges for contamination but does not ensure containers are locked at all times other than at point of service, the District will not incur contamination charges.
5. All drop-off recycling centers must be operated in accordance with all current federal, state, and local regulatory, zoning and any other applicable requirements. In addition, the Proposer will also provide a schedule of reasonable times of collection, as well as other related procedures, which will be followed to avoid creating a nuisance or disturbance in the performance of its responsibilities under the contract.
6. The equipment to be used for collection and transportation of materials shall comply with the following minimum standards:
 - a. All equipment shall be provided by the Contractor shall be in good operating condition (as determined by the District) to ensure scheduled collections are consistently completed;
 - b. Equipment must be kept in good operating condition at all times and follow a routine maintenance schedule which shall be provided to the District upon request;
 - c. Each truck shall be equipped with spill kits to address “normal-level” spills. In the event a large spill occurs, the Contractor shall immediately contact the local agency responsible for spill containment. The Contractor shall then contact the District’s contract contact to report the spill.
 - d. Containers provided by the Contractor shall be in accordance with the schedule provided under A.5. of the District’s Responsibilities. The containers shall at a minimum provide the following:
 - 1) Operating Plastic Lids with restricted openings (samples to be provided);
 - 2) Working lock bars on all containers to deter contamination;
 - 3) Labeling (sample shall be provided that shows the placement, size and contents on the label used for public education);
 - 4) Shall be free from rust stains and truck damage. A painting schedule for all used containers shall be provided by the Contractor.

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- 5) The color of the container may represent the Contractor's brand. If the Contractor has containers in a variety of colors, only one color shall be located at a given site unless otherwise approved at the discretion of the site property owner.
- 6) In the event the container(s) is damaged, regardless by whom, the Contractor shall be required to replace the container(s) within twenty-four (24) hours of being notified by the District, unless the next business day is a Sunday or Holiday and the Contractor is unable to do so because of their day-off.
7. The Contractor shall provide all personnel required to fulfill the outlined scope of services. The personnel shall at a minimum:
 - a. Be trained in all required safety measures for assigned equipment;
 - b. Be furnished and wear all proper PPE while performing their assigned duties necessary to perform the scope of services;
 - c. Ensure that workers compensation insurance is provided to all employees and subcontractors employees who will be utilized to fulfill the required operations as defined in the scope of services. Evidence of workers compensation insurance is in place must be submitted with the Contractor's proposal.
 - 1). A list of all subcontractors shall be provided in the Contractor's response. This includes employees used to provide collection services to the drop-off centers, maintenance services to the drop-off centers, processing facilities to prepare materials for market and any other subcontractor used by the Contractor to perform specific contractual activities of this RFP.
 - 2). The Contractor shall be fully responsible for any and all activities of the subcontractor's activities while performing the duties assigned to them to fulfill the scope of services under this RFP. This includes ensuring the subcontractor has all, but not limited to the following: necessary insurances in place, personnel required to fulfill their assigned responsibilities, proper operating equipment, etc.
8. The Contractor shall collect, transport, and/or process and market recyclable materials at the drop-off recycling centers which may include but not be limited to: ONP, OCC, clear and colored glass, steel and aluminum cans, plastics 1 through 7, and office paper, white paper, and magazines. Specific materials accepted at the outset of the approved contract will be determined by the current market conditions and/or by what is accepted at the MRF receiving the collected material.
9. The Contractor shall work with the district to provide their curbside recycling customers (contractual and subscription) with the same education message noted in Section 2.5 of this document.
10. The Contractor shall also provide the District, by the 2nd Friday of each calendar year quarter (January, April, July and October), a report detailing the tonnages of each specific recyclable category collected and processed, and the tonnages of rejected recyclables.

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11. The Contractor has to option to provide recycling drop-off centers maintenance services. The pricing for this service is to be submitted SEPARATE from the collection and processing costs. The pricing page has been set-up for the separate pricing of these services. **Failure to comply will result in rejection of the proposal.** The maintenance services at the sites shall include but not be limited to the following:
 - a. Clean-up **ALL** residual materials that are not placed in the containers by the public;
 - b. Ensure that site is free from litter after each site has been serviced;
 - c. Maintenance service area around the site shall be defined as any area within a twenty-foot (20'-0") radius of where the recycling drop-off containers have been placed.
 - d. Report to the District sites that consistently are being impacted by fly-dumping. Reporting shall be done by a phone call and a follow-up email with pictures.

12. The Contractor shall not at any time engage in lobbying activities within the State of Indiana that will and may cause a disruption in the goals and objectives of the District.

SECTION 3. PROPOSAL EVALUATION & INFORMATION REQUESTS

The Contractors shall provide in their response their Qualifications and other additional information within their submission to this RFP. The information below constitutes only the minimum information being requested. The Contractor is encouraged to provide additional information as they deem important to their proposal. The responses shall be evaluated on:

- A. Location of the firm

- B. Prior/Current similar experience

- C. Qualifications of key individuals
 1. A list of the firm's prior similar experience, especially in Northwest Indiana, including contact person with phone numbers, and beginning and ending dates for each referenced job.

 2. List of the name(s), email address and cell phone number of the key person assigned to work with the District on this contract.

- D. Type of containers and labeling (show pictures of containers and labels to be used)
 1. Containers are to be as new as possible and have no additional openings other than factory standard front load opening. Containers will have working locking mechanisms and are to remain locked when not being serviced as to prohibit contamination. Labels are to be highly visible and detailed as to the materials accepted. The Contractor shall provide a maintenance schedule on the containers (lids, painting, damage, etc.);

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2. If the containers are not new, the Contractor shall provide a painting schedule on how often they will paint used containers. Labels are to be highly visible and detailed as to the materials accepted.
- E. Site maintenance procedures (clearly define the level of your service)
 - F. Net cost or net revenues (Pricing/Revenue Sharing will be a main consideration of the award. However, it will not be the only consideration and Contractors responding to this RFP are encouraged to provide as much information to show their value-added services and their commitment to participate in educational and sponsorship activities as possible).

Proposals will be reviewed by the Executive Director and District staff. It is also possible the Citizen's Advisory Committee and the Porter County Recycling and Waste Reduction Board will review proposals. On-site interviews may be held at the discretion of the Executive Director with qualifying firms to discuss the particulars of their proposals. All proposals submitted will be valid for a period of 120 days. The District reserves the right to waive informalities, award the contract to the most responsive and responsible proposer or to reject all proposals. The contract award will follow the procedures outlined in Indiana Code 13-21-6-1 and/or all other applicable statutes.

SECTION 4. PROPOSAL PRICING SHEETS

Cost to provide and operate the sites. This cost proposal will include the frequency of service for the sites, and will include the procedure for monitoring and maintaining said sites. It is of paramount importance that the centers be monitored and timely emptied as use dictates to prevent the dumping and blowing of materials around the drop-off centers, and therefore the proposed frequency of service shall be calculated to meet that use, and shall include the cost, if any, for any additional service required over the proposed frequency of service. The proposer will operate, maintain, and empty all drop-off centers for the use and benefit of the residents of the community. All collection containers, provided by the proposer, will be secured, kept clean and in good repair, and shall be painted a distinctly different color than disposal bins, as determined by the District, at no additional cost to the District.

A separate cost for the maintenance of these centers and the area adjacent to the sites, including a description of the handling/management/disposal of the material collected. It is also of paramount importance that the sites be constantly maintained in a clean manner, so the proposal shall also include the procedure to be followed to maintain the sites in such a manner, including a penalty provision for failure to do so.

Reimbursement to Porter County Recycling and Waste Reduction District for a percentage of the sale of commodities by the proposer.

The District shall provide in the email an EXCEL spreadsheet to be used by the Contractor to fill out their responses to the RFP. The Contractor shall resubmit their pricing proposal on a thumb-drive with the PDF version of the response to the RFP.

Sample Pricing has been attached for visual purposes only. The contractor shall insert a print out of both pricing options on an inserted page immediately following the sample pricing page. The location of the insertion of the Contractor pricing pages shall be indicated by "INSERT PRICING SHEETS HERE".

PRICING SAMPLE

Pricing Sheet for Residential Recycling Drop-Off Centers

Item No.	Community	Location	Containers Per Site	Container Size	Service Days per Week	A. Collection Cost Pricing per Location per Pull	A. Site Maintenance (Clean-Up) Pricing per Location per Month
1	Burns Harbor	310 Navajo Trail	3	8 yd	Mon, Thurs	\$ -	\$ -
2	Boone Grove	319 W 550 S	3	8 yd	Tues, Thurs	\$ -	\$ -
3	Hebron	125 N Main Street	7	8 yd	Tues, Thurs	\$ -	\$ -
4	Kouts	406 S Kouts Street	5	8 yd	Tues, Thurs	\$ -	\$ -
5	Chesterton	1600 Pioneer Trail	9	8 yd	Mon, Wed, Fri, Sat	\$ -	\$ -
6	Valparaiso	2150 W Lincolnway	10	8 yd	Mon, Wed, Fri	\$ -	\$ -
7	Portage	6451 US Highway 12	2	8 yd	on call	\$ -	\$ -

Note A: PRICING: Proposers are required to provide pricing for the Collection and Site Maintenance separately. Proposers shall not combine the Collection and Site Maintenance into one price. Failure to comply will result in rejections of the proposal.

INSERT PRICING SHEETS HERE

INSERT PRICING SHEETS HERE

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SECTION 5. INSURANCE REQUIREMENTS

A. Insurance

Contractor shall at all times during the Contract maintain in full force and effect Employer's Liability, Workmen's Compensation, Public Liability and Property Damage Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the District and before commencement of work hereunder the Contractor agrees to furnish the District certificates of insurance or other evidence satisfactory to the District to the effect that such insurance has been procured and is in force. The certificates shall contain the following expressed obligation:

"This is to certify that the policies of insurance described herein have been issued to the insured for whom this certificate is executed and are in force at this time. In the event of cancellation or material change in a policy affecting the certificate holder, thirty (30) days prior written notice will be given the certificate holder."

For the purposes of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

Coverage	Limits of Liability
Employer's Liability	\$1,000,000
Bodily Injury Liability	\$1,000,000 each occurrence
Except Automobile	\$1,000,000 aggregate
Property Damage Liability	\$1,000,000 each occurrence
Except Automobile	\$1,000,000 aggregate
Automobile Bodily Injury Liability	\$1,000,000 each person
Liability	\$1,000,000 each occurrence
Automobile Property Damage Liability	\$1,000,000 each occurrence
Liability	\$1,000,000 each occurrence
Excess Umbrella Liability	\$7,000,000 each occurrence
Contractors Pollution Liability	\$5,000,000

The Bidder shall provide its insurance limits to insure the District, and any involved communities and owners of collection sites against general, automobile, and pollution control liabilities. The District shall be listed as an additional insured for ongoing and completed operations for General Liability; additional insured on Commercial Auto and Commercial Umbrella. Insurance shall apply on a primary and non-contributory basis in favor of all parties listed herein. Waiver of subrogation in favor of the District applies to all policies.

If the Bidder's insurance coverage is less than these minimum requirements, the Bidder must submit a statement explaining why its coverage is adequate for the Residential Recycling Drop Off Centers program. The Bidder must be a registered and certified waste hauler with the U.S. EPA and IDEM. The Bidder must further agree to indemnify and hold harmless the District from suits or actions of any nature and description brought against it for, or on account of, any injuries or damage received or sustained by any person or persons, by or from any acts of the Bidder, to include all direct or indirect costs of defense, including attorney fees. The Bidder is also responsible to ensure all subcontractors the Bidder employs for services detailed in this RFQ/B and the Bidder's Response shall carry Workers Compensation Insurance and any other applicable insurances. Additionally, the Bidder is responsible to ensure all subcontractors the Bidder employs for services detailed in this RFQ/B and the Bidders Response have all required licenses and permits to perform the duties they are performing under this RFQ/B.

SECTION 6. SURETY

A. Bid Bond

For the purposes of this RFP process, no bid bond shall be required.

B. Performance Bond/Termination Guarantee

1. The Contractor to whom an award is made shall furnish a certified check on a solvent bank, payable to the District, in the amount of Fifty-Thousand Dollars (\$50,000.00) as a guarantee for the faithful performance of the contract and the payment of expenses and damages incurred under the contract, including the payment of all suppliers, laborers and subcontractors. In the alternative, the Bidder may furnish a performance bond issued by a corporate surety licensed to do business in the state of Indiana in the amount of One Hundred percent (100%) of the first full year's estimated contract value as a guarantee for the faithful performance of the contract and the payment of expenses and damages incurred under the contract, including the payment of all suppliers, laborers and subcontractors. The District will determine the sufficiency of the surety.
2. The Contractor may elect to select the option to guarantee payment of \$50,000.00 in lieu of the District exercising their right to execute the performance bond due to failure to correct contractual obligations. If the Contractor elects this option, it must be indicated under the pricing page and an account.

SECTION 7. SAMPLE CONTRACT

Each proposer must ensure that all employees and applicants for employment are not discriminated against on the basis of race, color, religion, sex, equal pay, age, national origin, disability, military status, status as a protected veteran, pregnancy, sexual orientation, gender identity or any other protected characteristic as outlined by federal, state and/or local law(s).

A Sample Contract has been provided after the last pages of this RFP Document. It is for review only and does not represent a final document. The District reserves the right, pursuant to Indiana law to negotiate final terms of the contract with one or more than one respondent as long as it does not materially change the numbers for the services requested.

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SECTION 8. BINDING SIGNATURE PAGE

_____ (NAME OF ORGANIZATION) AGREES TO THE TERMS AND CONDITIONS OF THIS RFP DOCUMENT AND SHALL IN GOOD FAITH, ENTER INTO AN AGREEMENT WITH THE DISTRICT FOR THE SERVICES STATED HEREIN. THE CONTRACTOR FURTHER AGREES TO SIGN AND EXECUTE THE AGREEMENT WITHIN SIXTY (60) DAYS OF BEING NOTIFIED OF THE AWARD OF THIS CONTRACT.

THE PERSON SIGNING BELOW ATTESTS, UNDER PENALTY OF LAW, THEY ARE DULY AUTHORIZED BY THEIR ORGANIZATION, CORPORATION, LLC OR OTHER AUTHORIZED BUSINESS) TO SIGN AND BIND THE AFOREMENTIONED COMPANY TO THE INFORMATION SUBMITTED BY THE CONTRACTOR IN REPSONSE TO THIS NIQ OR SUBSEQUENT ADDENDA.

NAME

TITLE

_____, 2023
DATE

List of Documents to Fill Out and/or Turn in with Response to the RFP

- | | |
|--|-------------------|
| 1. Binding Signature Page | Page 16 |
| 2. Non-Collusion Affidavit | Page 18 |
| 3. Proof of Workers Compensation Insurance | Insert at Page 19 |
| 4. Insurance Coverage | Insert at Page 20 |
| 5. E-Verify Documents | Page 21 |

INSERT PROOF OF WORKERS COMPENSATION INSURANCE

INSERT INSURANCE COVERAGE

E-VERIFY AFFIDAVIT AND CERTIFICATION

Date: _____

Contractor/Vendor: _____

The contractor/vendor stated above is enrolled, or agrees to enroll, in the E-Verify Program and will verify the work eligibility of all its newly hired employees and has executed the attached Affidavit affirming that it does not knowingly employ unauthorized aliens.

E-Verify Affidavit and Certification Regarding Investments in Iran

As required by Indiana Code 22-5-1.7-11 for certain contracts executed after June 20, 2011 and as required by I.C. 5-22-16.5 for contracts executed after July 1, 2012

Pursuant to Indiana Code 22-5-1.7-11, the Contract/Vendor entering into a contract with the Porter County Recycling & Waste Reduction District, hereinafter “District”, is required to enroll in and verify the work eligibility of all its newly hired employees through the E-Verify program. The Contractor/Vendor is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify Program no longer exists.

The undersigned, on behalf of the Contractor/Vendor, being first duly sworn, deposes and states that he Contractor/Vendor does not knowingly employ an unauthorized alien. The undersigned further affirms that, prior to entering into its contract with the District, the undersigned Contractor/Vendor will enroll in and agrees to verify the work eligibility status of all its newly hired employee through the E-Verify program.

Pursuant to Indiana Code 5-22-16.5, the District may not contract with a person who is engaged in investment activities in Iran.

The undersigned, on behalf of the Contractor/Vendor, being duly sworn, deposes and states the contractor is not engaged in investment activities in Iran.

Contractor/Vendor: _____

(Name of Company, Contractor/Vendor or Consultant. Indicate if d/b/a Name)

By: _____

(Signature)

Printed Name: _____

Title: _____

Date: _____