

**Borough of Ship Bottom
Department of Finance
Purchasing Division
Ocean County
Ship Bottom, NJ**

5B

Collection & Disposal of Recycling Materials

5B WORK SPECIFICATIONS

5B.1 RECYCLABLE COLLECTION

A. The contractor shall collect recyclable and single stream recycling materials as provided herein on routes and schedules approved by Mayor and Council and pursuant the specifications and so that each street or property will have collection in accordance with the specifications. These areas include all residential properties, all multi-family condominium developments, Ship Bottom boat ramp, recreation area receptacles, curb receptacles on Long Beach Blvd, the 25th street pavilion receptacles, street end receptacles, Public Works Yard, Municipal Building, and 3rd Street Yard. The Contractor shall provide limited service to all commercial and professional establishments (limited to six receptacles per establishment). In all respects, the requirements governing collection in the residential areas will apply. The continuous performance of this service and work without any interruption is essential and a primary requirement of this contract.

1. The contractor is not responsible for the collection of the recycling materials located in containers on the beaches.

B. The successful contractor shall furnish at their expense, the necessary labor, equipment, and supplies needed to provide proper and adequate uninterrupted collection of designated solid waste material consistent with the various collection options presented below. All designated solid waste material collected under these various options must be prepared and placed out for collection by the waste generator in accordance with the existing municipal ordinance.

C. The only requirement that the solid waste generators must comply with in order to participate in recycling collection services, is to prepare and place out for collection any and all of their recycling material consistent with all applicable New Jersey State and Ocean County laws and regulations and the Borough Code.

5B.2 QUANTITY OF RECYLCING WASTE MATERIAL GENERATRED

A. Set forth in Exhibit A attached hereto are recyclable material tonnage figures for the Borough from 2017 to 2021. This data represents tonnage figures for material collected by the Borough's recycling collection contractor for the indicated recycling classifications for the indicated years. The tonnage figures have been obtained from the Ocean County Southern Recycling Center Municipal Tonnage Reports.

B. Furthermore, in addition to the provided recycling tonnage information for the Borough, the bidder shall be aware of the following relevant facts furnished in this section and set forth in Exhibit B attached hereto.

1. There are approximately 1877 household units located within the Borough. This number includes, but is not limited to single family, multifamily and condominiums, both year-round as well as seasonal/summer residences.
2. There exists a significant seasonal population fluctuation in the Borough. Estimated population figures are as follows:
 - a. Winter (year-round) 1,156 (U.S. Census Data)
 - b. Summer (seasonal) up to 10,000-20,000

C. Recycling material includes the material designated by the Borough and Ocean County as recycling

material for collection and disposal. Refer to definition section of this contract and the applicable New Jersey statutes and administrative code provisions for proper definitions and classification of waste types.

D. The bidder shall be responsible to make their own determination as to the quantity of recycling material to be collected. The contractor is advised that information in this section is for their information and benefit only.

E. Any and all recyclable material collected as a result of this contract shall be classified in accordance with the current recycling classification system as established by the Ocean County Department of Solid Waste Management.

5B.3 RECYCLING MATERIAL DOCUMENTATION

A. In order to permit timely and proper verification of recycling tonnage amounts, the contractor shall be required to submit on a monthly basis, tonnage (weight) receipts generated by the Ocean County Department of Solid Waste Management for the disposal of all recycling material collected under the terms and conditions of this contract.

B. This recycling documentation shall be furnished to the following Borough office:

Kathleen Flanagan, CFO
Borough of Ship Bottom
Department of Finance
1621 Long Beach Blvd.
Ship Bottom, New Jersey 08008

C. The contractor shall be given ten working days to provide this recycling material documentation to the above stated Borough office.

5B.4 DISPOSAL VERIFICATION

A. In order to permit verification of recycling tonnages, the contractor shall comply with the following provisions:

1. The contractor shall supply the Borough of with vehicle numbers, tag numbers, and sizes in cubic yards of collection equipment operating in the Borough of Ship Bottom under the scope of this contract.
2. If any changes occur in equipment usage because of mechanical difficulty or acquisition of new equipment, the contractor shall notify the Borough within two working days of the number of the vehicle, the tag number and the size of the vehicle being replaced.
3. This procedure is subject to field verification by the contract administrator, the Code Enforcement Official.

5B.5 COLLECTION REQUIREMENTS, HOURS, SCHEDULE, AND ROUTES

A. Contractor shall provide for the separate collection, removal, and disposal of recyclable materials from the curb line from all residences, including the multi-family condominium development dumpsters, as well as limited service from all commercial establishments one time per week collection schedule from May 1st through September 30th and one time per every other week collection schedule from October 1st through April 30th. Containers at the end of each street, along Long Beach Blvd, at the 25th street Pavilion, the Borough Boat Ramp, recreation areas, Municipal Building, Public Works Yard, and 3rd Street shall be serviced one time per week from October 1st through April 30th, two times per week from May 1st through September 30th.

1. The contractor shall be required to collect all recycling material placed out for collection from residential, commercial, and professional properties pursuant to the specifications.

2. The contractor is responsible for collecting all recycling material prepared and placed out for collection in such a manner that it is consistent and adheres to various solid waste and recycling laws, which regulate and control solid waste and recycling material. Such applicable laws and regulations include, but are not limited to, the following: New Jersey Solid Waste Management Act; Ocean County Municipal Utilities Authority current terms & conditions for use of the Solid Waste Facilities; and Ocean County Solid Waste Management Plan

B. The Contractor shall report to the Contract Administrator, within one hour of the start of the collection day, all cases in which severe weather conditions preclude collection. In the event of severe weather, the Contractor shall collect solid waste no later than the next regularly scheduled collection day. In those cases where collection is scheduled on a twice collection per week basis, that collection will be made as soon as possible, but in no event later than the next scheduled collection day.

C. The Borough reserves the right to make needed adjustments or changes to the designated schedule based upon relevant factors to be evaluated by the Borough.

D. Routes and schedules shall be subject to the approval of the contractor administrator or the Code Enforcement Official or their duly authorized designee.

E. All collection services shall be performed on all designated days no earlier than 5:30 A.M. and no later than 8:00 P.M., except in the case of an emergency. Collection will start with all public area facilities before residential collections are begun. Absolutely no recycling material collection of residential or commercial locations shall be allowed or permitted on Sunday without the express written permission of the Borough.

F. The contractor will not experience any additional or increased frequency of collection as a result of any collection schedule or route changes mandated by the Borough. The contractor shall not receive any additional financial consideration for adjustments or changes in the designated recycling material collection schedule. Adequate and sufficient notice shall be provided by the Borough to the contractor prior to any adjustments or changes to the existing solid waste collection schedule.

1. For only this item of the contract, and, except in the event of an emergency as determined by the Borough, adequate and sufficient notice shall consist of no less than thirty calendar days from receipt of written notification from the Borough stating the adjustment or the change to the collection schedule that will take place.

G. The Borough shall be responsible for the administration and payment of all advertising of the changes in the collection schedule as defined in these bid specifications.

H. Weight slips for each recyclable load delivered to the recycling facility will be sent by the Contractor to the contractor administrator.

5B.6 RECYCLING CONTAINERS OR RECEPTACLES

A. The resident or business shall put their single stream recyclables out in suitable containers or receptacles. A suitable or acceptable container can be of any color. A suitable or acceptable recycling material container or receptacle is defined as a durable, weather resistant container. Also accepted are biodegradable paper bags, which are designed and sold for this purpose.

B. Containers or receptacles, when emptied by the contractor, shall be placed in the upright position as not to impede traffic or pedestrian flow and at no time shall they be left in the street. The contractor shall place trash containers back in their respective corrals, where applicable, and along with their respective lids. At all times, while performing the work associated with this contract, the contractor shall exercise due care when handling containers or receptacles.

C. At no time, shall recycling material containers or receptacles be thrown, kicked, punched, or

otherwise mistreated or mishandled in such a fashion as to inflict damage to the containers or receptacle.

D. At all times, while performing the work associated with this contract, the contractor shall exercise due care when handling recycling material containers or receptacles. Recycling containers shall be placed back to the curb and never left in the roadway. Recycling containers shall be neatly placed back in their respective corals along with their respective lids.

E. All recycling material containers or receptacles must have placed in a highly visible location an appropriate Borough or Ocean County issued recycling sticker or label. This sticker or label is issued by the Borough free of charge. If desired, the contractor will be furnished with an ample supply of Borough issued recycling sticker or labels free of charge.

F. The contractor shall collect, transport, and dispose of all residential and commercial recycling material and items properly placed out for collection along the curbs and corrals. In some condominium locations access may be off the road into parking areas and/or private entrances.

G. Commercial property pick-ups based on the residential regular scheduled collections days. Any additional pick-ups will be at the businesses expense.

5B.7 DISPOSAL LOCATION

A. The Contractor shall be responsible for complying with all appropriate laws, regulations, and rules with respect to collecting, loading, transporting, and unloading of trash and garbage in a safe and timely fashion, consistent with all Federal, State, County and Local Agencies, Authorities, and Commissions.

B. The Contractor shall be required to transport and unload all recycling material in a proper and safe fashion, at the approved site, as designated and shall comply with all customer advisories issued by the Southern Recycling Center.

C. The Contractor shall comply with all customer advisories issued by the Ocean County Municipal Utilities Authority during the duration of this contract.

D. The contractor shall be required to transport and unload all solid waste material in an appropriate and safe fashion at the approved site.

E. The Contractor shall understand that at all times all recycling collected under the terms and conditions of this contract, shall be the exclusive property of the Borough, and, as such, the Borough shall be able to determine and direct where this recycling material can be disposed of as long as the disposal location/facility is in accordance with the applicable regulations.

F. All solid recycling collected within the Borough shall be disposed of in accordance with the applicable regulations. For the term of this contract, all waste collected pursuant to the terms of the contract shall be disposed of at the following authorized Solid Waste Disposal Facilities: the Southern Recycling Center located at 379 Haywood Road, Manahawkin, New Jersey 08050.

1. The Borough reserves the right to designate another disposal facility in accordance with the Ocean County Solid Waste Management plan and/or waste flow orders in the event that the designated disposal facility is unable to accept the waste. The Borough will assume all additional cost or benefits that are associated with such designation in accordance with Paragraph 5.3 the specifications.

5B.8 SPILLAGE/LEAKAGE OF RECYCLING MATERIAL

A. The contractor shall be responsible to promptly clean up any and all spillage (liquid or solid) that may occur, and each truck shall be equipped with a broom and a shovel.

B. Any and all spillage/leakage shall be dealt with in accordance with applicable Federal, State, and Local Laws and regulations. Responsibility of notification of any and all governmental entities regarding details of reportable accidents or incidents shall rest exclusively with the contractor.

[Exhibit A](#)

Recycling Material Tonnage
for the Borough of Ship Bottom, Ocean County, NJ

Year	Single Stream
2017	1,270.29
2018	1,361.26
2019	1,391.15
2020	1,578.38
2021	1,481.31

Note: The yearly tonnage figures have been obtained from the Ocean County Municipal Utilities Authority daily Municipal Tonnage Receipts.

Annual Yard Waste Tonnage for the Borough of Ship Bottom, Ocean Borough, NJ

<u>Year</u>	<u>Tonnages</u>
2018	50.95 Tons
2019	8.16 Tons
2020	24.22 Tons
2021	10.84 Tons

