



North East School District
50 East Division Street
North East, PA 16428

North East School District Refuse Removal, Disposal and Recycling

**INSTRUCTIONS
SPECIFICATIONS
BIDDING FORM**

October 29, 2025

INVITATION TO BID

Ladies/Gentlemen:

The North East School District will receive sealed bids for refuse removal, disposal and recycling for a 3 year term starting February 1, 2026.

Sealed bids will be received up until 10:00 A.M. on Tuesday, December 2, 2025. Bids will be publicly opened and read at 10:00 A.M. at the North East School District Administration Office at 50 East Division St, North East, PA 16428.

Exact specifications and bid package may be obtained at <http://www.nesd1.org>). If for any reason you have difficulty, please contact me at the above phone number or e-mail address.

The Board of Education reserves the right to reject any, any part of, or all bids, to waive any defect in form and to award a contract in which the best interest of the School District is served regardless of price.

Your bid proposal is respectfully requested and solicited.

Sincerely,

NORTH EAST SCHOOL DISTRICT

Jeffrey A. Fox, CPA
Business Manager

Enclosure

Specifications for Refuse Removal Disposal and Recycling Services
Bid Opening – Tuesday, December 2, 2025 at 10:00 A.M.

LOCATIONS OF SERVICE

North East High School
1901 Freeport Rd
North East, PA 16428

North East Middle School
1903 Freeport Rd
North East, PA 16428

North East Elementary School
50 East Division St
North East, PA 16428

North East Maintenance/Bus Garage
11193 East Middle Rd
North East, PA 16428

North East Fieldhouse
50 East Division St
North East, PA 16428

Refuse Dumpsters Required (minimum)

High School	8 cubic yards
Middle School	8 cubic yards
Elementary Center	8 cubic yards
Maintenance/Bus Garage (no recycling)	4 cubic yards
Fieldhouse (no recycling)	4 cubic yards

Recycling Containers Required (minimum)

High School	1 - 4 yd. Recycling Container
Middle School	1 - 4 yd. Recycling Container
Elementary Center	1 - 4 yd. Recycling Container

Dumpsters are to be in good condition with lids and are to be provided by the contractor at no additional cost to the School District.

FREQUENCY OF SERVICE

Refuse High School, Middle School, and Elementary School

Minimum of three (3) times per week during the period from one week before school is in session to one week after school is in session and a minimum of two (2) times per week the remainder of the contract period(s) (summer months).

Refuse Elementary School

4-yard dumpster one (1) time per week - year round

Refuse Service Center

One (1) time per week - year round

Recycling

One (1) time per week - year-round - all schools

Overages

Please note overage parameters and rates in Deviations.

Extra Pickups

Bidders are required to state in their proposal the charge for extra pick-ups during the year. Such pick-ups will be in addition to the regular service provided and will not be considered in the determination of the low bidder. The extra pick-up charge shall be applicable to the school serviced.

Temporary (Football Field)

4-yard Temporary dumpster (approximately sixteen (16) to eighteen (18) weeks per year placed at Fieldhouse to be picked up one (1) time per week. Bid should reflect a monthly charge that is inclusive of container drop off and pick up fees and weekly service that will be prorated for use of less than a month.

PREPARATION AND SEPARATION OF RECYCLABLE MATERIALS BY THE SCHOOL DISTRICT

Super Mix Office Paper - (envelopes, folders, data processing forms, and printouts, mail, correspondence etc. as per accepted guidelines) to be placed loose in the recycle container.

Corrugated Cardboard - Broken down or flattened before putting it in the recycle container.

Food and Beverage Cans – Rinsed and empty tin, aluminum and steel cans.

OTHER TERMS AND CONDITIONS

Contract Period

Starting February 1, 2026 and ending on January 31, 2029

Payment Terms

Total contract amount to be divided into thirty-six (36) equal monthly invoices with payment to be NET 30 days after receipt of invoices. The Contractor is to submit invoices in duplicate.

Firm Pricing

Quoted price shall be firm and final for the period of the contract and not subject to escalation for any reason.

Deviations

Deviations from the specifications should be clearly stated and indicated on the quotation form provided.

Bidders Name: _____

Telephone: _____

Fax: _____

E-mail: _____

Jeffrey A. Fox, CPA, Business Manager
North East School District
50 East Division St
North East, PA 16428

Re: Refuse and Recycling Removal and Disposal Bid
Bid Opening-Tuesday, December 2, 2025 at 10:00 A.M.

Dear Mr. Fox:

Submitted below is our bid on refuse removal and disposal and recycling in accordance with your terms and specifications except as otherwise stated below as a deviation:

Regular Service

Total Cost (36 months): _____

Extra Pick-Ups (each)

Refuse

8 yards _____

4 yards _____

Deviations:

Bidder's Name: _____

By: (authorized signature) _____

Printed Name & Title: _____

Address: _____

City, State, Zip: _____

Date: _____