



**121 S. MAIN ST/P.O. BOX 300
MILFORD, INDIANA 46542-0300**

To Whom It May Concern:

The **Town of Milford** is now accepting **sealed bids** for **Disposable Solid Waste Service for a five (5) year period beginning January 1, 2026 and ending December 31, 2030.** Bids will be accepted until **December 19, 2025 at 4:00 p.m. ET.**

Submission Instructions:

- Sealed bids can be mailed to:
Town of Milford
c/o Clerk-Treasurer
P.O. Box 300
Milford, IN 46542
- Or hand-deliver your sealed bid to:
Town of Milford Clerk-Treasurer's Office
121 S Main
Milford, IN 46542

All bids must be sealed and clearly marked: "Disposable Solid Waste Bid."

Bid Requirements:

Your bid must include the following details:

1. **Bid Form-State Form 96 and related forms**
 - a. All bids shall include the completed and executed "**Contractors Bid for Public Work – State Form 96**" (which includes a financial statement, a statement of experience, the bidder's proposed plan or plans for performing the contract, and the equipment that the bidder has available for the performance of the contract)
 - b. Must also include: **IRS Form W-9, E-Verify Affidavit, and Affidavit Concerning Investment Activities in Iran.**
2. **Pricing**
 - a. Monthly service cost for 579-629 residential units, each with one (1) 96-gallon tote per residence to be provided by bidder.
 - i. The base number of residences will not be adjusted because of vacant, seasonal, or unoccupied structures.
 - b. Please include monthly pricing per tote, starting at 579, with incremental totes to be added as homes are added.
 - i. There is currently a new subdivision under construction within town limits. Notification will be sent to the contractor once the home becomes occupied and solid waste disposal service is required at that address.



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- c. Please also include the total annual pricing.
- d. Payments to contractor will be submitted monthly.
- e. Weekly pickup and solid waste disposal is provided at no additional cost for Town facilities (including but not limited to the Community Building, Shop, Wastewater Treatment Plant (excluding solid waste disposal) and Town Park (seasonally)).
- f. Contractor reserves the right to a monthly fuel surcharge. Said surcharge would be the result of rising fuel prices at a rate beyond contractor's control. If the Town of Milford opposes said fuel surcharge, the Town of Milford has the right to terminate service within 90 days. 2026 will begin with no fuel surcharge.
- g. If Contractor charges any fixed or variable fees in addition to the base collection rate, this must be clearly stated along with the current amount/rate.
- h. Note: Business/commercial pickup is not covered by the Town and should not be included in your pricing.

3. Service Details

- a. The contract term will run from January 1, 2026, through December 31, 2030.
- b. The Town of Milford collects yard waste weekly and is not part of this contract.

Additional Notes:

- The Town will **not pay for any services not included in the monthly fee**. Any additional services or overages should be **billed directly to the homeowner**.
- **Weekly pickup is required**. Our current service day is **Thursday** between the hours of 7:00 a.m. and 6 p.m. If your company proposes a different day and/or time, please indicate this in your bid.
- Please be sure to describe the procedure for collection if collection day is a holiday observed by the contractor. Please also provide a list of holidays observed by the contractor for 2026.
- Contractor shall properly notify the Town Clerk-Treasurer of any change in the collection schedule. This shall be accomplished by a written notice to the office of the Milford Clerk-Treasurer.
- Contractor shall be responsible for one (1) tote for collection of solid waste disposal for each residence within the Town limits, with the exception of all apartments or homes that contain more than four (4) residences under one roof.
- Collection of all solid waste shall be in steel, watertight, fully enclosed trucks. Said trucks shall be kept in good repair at all times.



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- Contractor shall be subject to the entire rules and regulations of the State of Indiana concerning the collection, transportation, and disposal of solid waste material and shall assume any applicable fees and charges.
- The contract to be signed with the Milford Town Council by the successful bidder, will among other things, require the bidder to:
 - Furnish proof of and maintain liability, property damage and personal injury insurance and workers compensation insurance.
 - Comply with IC 22-5-1.7 and in accordance with said law, to enroll in and verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program unless the E-Verify program no longer exists; and sign an affidavit affirming that the contractor (bidder) does not knowingly employ an unauthorized alien.
 - Certify in writing that it is not engaged in investment activities in Iran, as required by IC 5-22-16.5, except as is otherwise provided in said statute. Except as is otherwise provided in IC 5-22-16.5 a bid by any person or business who is on the list as set forth in the statute, or has investment activities in Iran is a non-responsible bidder.
 - Contractor agrees to hold harmless the Town of Milford, Indiana, from any and all liability of any kind or nature as a result of Contractor's negligence arising out of the collection of solid waste by Contractor within the Town of Milford, Indiana.

Bid Opening:

All submitted bids will be opened and reviewed on **December 19, 2025**, during a special public meeting of the Milford Town Council. The meeting will begin at **4:00 p.m. ET** in the **Milford Community Building, 111 S Main, Milford, IN 46542**.

If you have any questions or need clarification, please contact the Clerk-Treasurer's Office at **574-658-4519**.

Thank you for your interest in serving the Town of Milford.

Sincerely,

Patricia Gall
Town of Milford
Clerk-Treasurer