



GOVERNMENT OF BERMUDA
The Ministry of Public Works

Department of Parks

Monday August 21st, 2017

Dear Bidders,

INVITATION TO TENDER: Provision of Dog Waste Management Sanitation Services

The Department of Parks is seeking bids from established sanitation firms to provide dog waste management services at selected sites within the Bermuda National Parks System. Weekly waste collection and disposal services for the “Dog-i-Pot” dog waste collection sites, are presently required for a one (1) year period, consisting of the following forty-seven (47) sites:

12 Eastern Locations:

- Station E1: Ferry Point Park 1, St. Georges
- Station E3: Spittal Pond 1, Smith's
- Station E4: Spittal Pond 2, Smith's
- Station E4A: Railway Trail East 2 - Bailey's Bay Bridge (East entrance), Hamilton Parish
- Station E5: Shelly Bay Park 1, Hamilton Parish
- Station E6: Shelly Bay Park 2, Hamilton Parish
- Station E7: Railway Trail East 3 - Shelly Bay Park crossing, Hamilton Parish
- Station E8: Railway Trail East 3 - Railway Trail Museum, Hamilton Parish
- Station E9: Devonshire Bay Park, Devonshire
- Station E10: Railway Trail East 2 - Penhurst (BELCO) Substation, Devonshire
- Station E11: Railway Trail East 2 - Loyal Hill Community Field, Devonshire
- Station E12: Railway Trail East 2 - East of Palmetto Rd. Bus Garage, Devonshire

16 Central Locations:

- Stations C12-C18: Arboretum sites 1 - 6, Devonshire
- Station C19: Avocado Lodge, Devonshire
- Station C20: Admiralty House Park, Pembroke
- Stations C21-C28: Botanical Gardens sites 1 - 8, Paget

19 Western Locations:

- Station W29: Railway Trail West 1 - East of S-Hill (Ord Rd.), Paget
- Station W30: Railway Trail West 1 - East of Cobbs Hill Rd., Paget
- Station W31: Railway Trail West 1 - Ord Rd. West - Tribe Rd #2, Warwick

[Western locations continued on next page]

19 Western Locations (contin'd):

- Station W34: Chaplin Bay Park, Warwick
- Station W35: Railway Trail West 2 – near 17 Camp Hill Rd.(former 'Hands of Love' building), Warwick
- Station W35A: Railway Trail West 2 - East of TR #3, Southampton
- Station W36: Railway Trail West 2 - 5 Star Island 1, Southampton
- Station W37: Railway Trail West 2 - 5 Star Island 2, Southampton
- Station W38: Railway Trail West 3 - Near 75 Middle Rd/S.A.L., Southampton
- Station W39: Railway Trail West 3 – Hamilton bound Bus shelter near Whale Bay Rd, Southampton
- Station W40: West Whale Bay Park, Southampton
- Station W41: Railway Trail West 4 - Near 'Rockaway', Southampton
- Station W42: Railway Trail West 4 - Near Morgan's Point, Southampton
- Station W43: Railway Trail West 4 - Near Parsonage Lane, Sandys
- Station W44: Hog Bay Park, Sandys
- Station W45: Fort Scaur Park, Sandys
- Station W46: Railway Trail , Sandys
- Station W47: Railway Trail , Sandys
- Station W48: Railway Trail , Sandys

The overall scope of services required includes the following:

- Weekly emptying, lawful transportation and proper disposal of stored animal waste from each site, with animal waste transported to the Commercial Drop-Off Tipping Hall at Tynes Bay during regular business hours and as specifically directed by on-duty Tynes Bay staff.
- Lawful disposal of all waste from dog waste sites with mixed waste streams which include known sites E9, west of W29 and as otherwise encountered in the vicinity of the marked dog waste collection sites.
- Weekly replenishing dog waste pick-up bags and bin liner bags at the above collection sites wherever possible.
- Additional waste collection at selected sites and other related tasks as outlined in Annex E – Parks Department Waste Management Specifications, 2017 edition.

Additional requirements include the following:

- The Contractor shall install Department-supplied waste pick-up bags and 10 – 15 gallon dark colored bin liner waste bags (material quantities as described in Annex D).
- The Department shall provide three heavy duty green or grey plastic trash bins to be used for secure emergency on-site dog waste storage or for secure transportation and disposal of dog waste. If used in contract, bins are to be sanitized, cleaned and returned as directed by the Department of Parks.
- Outside of mixed waste streams involving dog waste, clearance of regular and recyclable waste bins are outside of the scope of this request and represents work by others.

Bids are to be submitted for the management of all the above noted sites. All work must comply with best industry standards of practice, in addition to local occupational safety and health standards of practice. These include the enclosed Department of Parks Dog Waste Management Specifications, the Occupational Safety & Health Act 1982, its Approved Code of Practice Notice (1997), and its Regulations (2009).

Interested bidders are required to attend a mandatory site meeting at the Visitor's Centre of the Botanical Gardens, Paget, on Friday, the 25th of August, 2017 at 3:30pm, as well as visit the other dog waste collection sites noted above in order to become familiar with conditions that may affect the proposed work.

Questions may be fielded at the site meeting. Further questions must be forwarded in writing to the Assistant Park Planner during the bid period, with final questions forwarded **no later than two (2) working days** prior to the Bid submission date noted below.

Completed bids must be returned in writing using the enclosed Form of Tender. All fields in the Form of Tender shall be completed including requisite signatures where indicated. Completed bids must be returned in a sealed envelope clearly marked "TENDER FOR DOG WASTE MANAGEMENT SERVICES" to the **Reception Desk of the Ministry of Public Works, 3rd Floor General Post Office Building, 56 Church Street, Hamilton HM 12, Bermuda (to the attention of the PARKS DEPARTMENT) by 3:00 pm on the 31st of August, 2017.** All bids will be placed in a secure Tender deposit box as directed by Ministry reception. Submittals will NOT be accepted by email or any other electronic form. Non-conformance to the above-mentioned requirements may render the bid submission null and void. All bids will be opened in a formal Tender meeting by appointed committee of the Ministry, scheduled immediately after the close of the bid deadline. Bidders and the public are welcome to attend this meeting.

It is anticipated that the bid evaluation and contractor notification will take place forthwith. Tender award criteria include a properly completed & returned bid submission, prior work experience of a similar nature, demonstrated ability and capacity to provide the requested service, supportive references, and a competitively priced bid. Unsuccessful bidders will be advised by letters of regret.

Following contract award there will be a mandatory pre- startup meeting. The contracted services shall be positioned for immediate start thereafter.

Regards

Marcus Wade (e: mwade@gov.bm)
Secondment Assistant Park Planner (for)
The Park Planner