



**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES
COLLECTION AND DISPOSAL**

INVITATION FOR BIDS

PRE-BID MEETING FEBRUARY 10, 2025 11:00 A.M.

BID OPENING FEBRUARY 28, 2025 11:00 A.M.

**TOWN HALL
22670 WASHINGTON ST
P.O. BOX 1
LEONARDTOWN, MD 20650**

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL

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THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
INVITATION FOR BIDS

Sealed bids will be received by The Commissioners of Leonardtown located at 22670 Washington Street, P.O. Box 1, Leonardtown, Maryland, 20650 until 11:00 a.m. on Friday, February 28, 2025. All bids will then be publicly opened.

A pre-bid meeting will be held on Monday, February 10, 2025, at 11:00 a.m.

Bids must be made on the Bid Forms and in accordance with the Instructions to Bidders.

Envelopes containing the bids must be sealed and must clearly show the name and address of the bidder, the date and time of bid opening, and the statement "Bid for Municipal Solid Waste and Recyclables Collection and Disposal".

The scope of this contract consists of providing solid waste and recyclables collection and disposal for all residential and most commercial locations within the corporate limits of Leonardtown. Please note that some commercial customers are serviced through national/regional account contracts which supersede this municipal contract.

Copies of the bid documents may be examined and obtained, in person, from The Commissioners of Leonardtown, 22670 Washington Street, Leonardtown, MD 20650 between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Bid documents may also be downloaded from the website www.leonardtown.somd.com. **All questions pertaining to this Invitation for Bids must be submitted in writing or via email and directed to:**

Beth Sandberg, Procurement Manager
P.O. Box 1
Leonardtown, MD 20650
beth.sandberg@leonardtownmd.gov

A written response will be faxed or emailed to all potential vendors.

The Commissioners of Leonardtown reserve the right to reject any or all bids, to waive irregularities and/or informalities in any bid, and to make an award in any manner, consistent with law, deemed in the best interest of the Town.

By Authority:

Laschelle McKay
Town Administrator

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
CONTRACT SPECIFICATIONS

I. Definitions

Household Refuse – all household waste not defined as bulky, construction or hazardous.

Bulky Waste – A large appliance, piece of furniture or waste material other than Construction Debris or Hazardous Waste, with a weight or volume greater than that allowed as part of the normal weekly collection process.

Construction Debris – Waste building materials resulting from construction, remodeling, repair, or demolition operations.

Hazardous Waste – Waste designated as hazardous by the United States Environmental Protection Agency or Maryland Department of the Environment.

Food Service – This term is currently utilized to segregate certain commercial customers that generate refuse that, due to the nature of their food services, tends to be heavy. Not all food service establishments are subject to this rate. The Town shall have final approval of those customers to which this rate shall apply. A list of customers currently assigned this designation is found on Exhibit #9.

II. Scope of Work

Scope of Work – The scope of work under this contract includes, but is not limited to, furnishing all material, tools, labor and equipment, superintendence, and performing all work in strict accordance with these documents for residential and commercial refuse and recyclables collection and disposal for customers within the corporate limits of Leonardtown. A map has been included as Exhibit #3.

Term – The term of this contract will be for a five-year period beginning on July 1, 2025 and ending on June 30, 2030. The Contractor and Town hereby agree that the Town shall have an option to extend the term of this contract for two additional two-year periods. The contractor and Town officials shall meet prior to February 1 of each renewal year to negotiate the terms for each two-year option. If no agreement is reached by February 28 of each renewal year, the Town shall advertise the contract for competitive bids.

Contractor Transition – If the Town selects a different hauler to fulfill this contract, all parties shall meet at a time and place designated by the Town to develop a transition plan. Contract award is scheduled for March 10, 2025. The Town expects both the exiting and entering contractor to cooperate with the Town and each other to make the transition as seamless as possible.

Compliance with Applicable Laws – The Contractor shall provide the service of residential and commercial solid waste and recyclables collection and disposal as required by this Contract in compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations. This Contract and the work to be done as described herein is also subject to the provisions of all pertinent municipal ordinances which are hereby made a part hereof with the same force and effect as if specifically set out herein.

Assignment of Contract – No assignment of this Contract or any right accruing under this Contract shall be made in whole or in part by the Contractor without the express written consent of the Town, which consent shall not be unreasonably withheld. The delegation of any Contract duties will require the written consent of the Surety as such a delegation will not relieve the Contractor or his Surety of any liability and/or obligation to perform. In the event of any delegation of a duty, the delegate shall assume full responsibility and liability for performance of that duty without affecting the Contractor's liability.

Breach of Contract – If the Contractor 1) loses any insurance coverage, 2) becomes insolvent, 3) fails to perform, 4) fails to perform in a satisfactory manner, or 5) fails to perform in accordance with applicable laws and regulations, the Town shall have the right to demand in writing adequate assurance from the Contractor that steps have been or are being taken to rectify the situation. Within three (3) business days of receipt of such demand, the Contractor shall provide to the Town a written statement that explains reasons for non-performance or delayed, partial or substandard performance during that period and any continuation thereof. Upon receipt of the Contractor's statement or the failure of the Contractor to submit one, the Town may terminate this Contract with a majority vote of the Council and, as its sole remedy, make demands under the terms of the Performance Bond or the Letter of Credit. Termination of the contract shall be made in writing to the Contractor.

Remedies – Except as otherwise may be agreed between the Town and Contractor, all claims, counter claims, disputes and other matters in question between the Town and the Contractor arising under or relating to, or arising in connection with this contract, its breach or termination thereof shall be decided in a court of competent jurisdiction within St. Mary's County, Maryland. The Contractor shall not cause a delay of the work but shall maintain the service schedule during all disputes or disagreements with the Town. No work shall be delayed or postponed pending resolution of any disputes or disagreements, except as the Contractor and the Town may otherwise agree in writing.

III. Technical Specifications

A. General requirements

Area to be Served – The Town boundaries are outlined on Exhibit # 3.

New Customers – Contractor shall provide service to new customers at the same rate as existing customers.

Hours of Collection – Residential collections shall take place between 7:00 a.m. and 6:00 p.m. Commercial collections shall take place between 6:00 a.m. and 6:00 p.m. **Note:** Certain commercial establishments are located in residential areas. The Contractor shall endeavor to schedule routes so as to service those locations after 7:00 a.m. No collections shall take place on Sunday except as needed for special events.

Missed Collections – In the event that a regularly scheduled collection is missed and a complaint is received by the Town, the Contractor will be contacted as soon as possible. If routes are still being serviced on the day of the complaint, the Contractor shall service the customer by the end of the day. If the Contractor has completed the route and is no longer in Leonardtown, the customer shall be serviced by the end of the next business day.

Incomplete Routes – If for any reason the Contractor is unable to complete collection routes on any given day, the Town shall be promptly notified. Contractor shall provide an explanation of the problem (inclement weather, equipment breakdown, etc.), how collection schedules will be altered, and an estimate of when service can be expected to return to normal.

Holidays – By the beginning of each calendar year, the Contractor shall provide a list of holidays that will be observed for the next year. All customers who would normally be serviced on a holiday shall be serviced no later than the next day after the holiday (Sunday excluded). The Contractor also has the option to alter the collection schedule for the remainder of the week by one day. This shall be referred to as holiday slide. The Town shall publish this information on its website and social media so that customers are aware of changes to collection schedules.

Complaints – The Town is the first line recipient of customer complaints and will keep a record of such. Complaints will be forwarded to the Contractor who shall be responsible for resolving those complaints in a prompt and courteous manner and reporting back to the Town when resolved.

Municipal Locations – The Contractor shall service the following locations at no additional cost: 1) Town Hall, 2) Wastewater Treatment Plant, 3) Port of Leonardtown Winery and Public Park, 4) Wharf Waterfront Public Park, 5) Leonardtown Volunteer Fire Department, 6) Leonardtown Volunteer Rescue Squad, 7) Historic Tudor Hall and 18 Trash receptacles located along public streets. Estimated quantities are provided on Exhibit #4. The Contractor is hereby advised that service to each of these locations is subject to change, but shall continue to receive service at no charge.

Special Events – Certain special events will require delivery of 96-gallon totes or front-end containers. A representative list of events that require totes is provided on Exhibit #5. Totes shall be delivered and collected without charge. For events that require front end containers, the Contractor shall charge the same cubic yard price as stipulated under the commercial non- food service bid price. No other delivery or pickup fees shall apply. **Collection must take place before 12:00 p.m. on the next business day after the event.**

Collection Equipment and Personnel – All vehicles shall operate in compliance with all applicable federal and state regulations. All vehicles and other equipment shall be kept in proper repair and sanitary condition. Each vehicle shall bear, as a minimum, the name and phone number of the Contractor. Each truck shall have at least one broom and shovel to clean up solid waste that may be spilled or otherwise scattered during the process of collection. All vehicles shall be sufficiently secure so as to prevent any littering of solid waste and/or leakage of fluid. The Contractor is responsible to clean up spills or releases of gasoline, diesel fuel, hydraulic fluids, municipal wastes, or any other solid or liquid materials from the collection's equipment. The spilled or released materials must be cleaned up on the same day of the spill or release. The Contractor is responsible for any liabilities associated with any spill or release and shall defend and hold harmless the Town in regard to such occurrences. No vehicles shall be willfully overloaded. The Contractor may make private collections with the same vehicles used for Contract collections provided that such use in no way impairs the delivery of service required under this Contract.

Inclement weather – If inclement weather forces the delay of normal collection activities, the Contractor shall notify Town officials to discuss a modified collection schedule until such time as weather permits a return to the normal collection schedule.

Natural Disaster Clean Up – If requested by the Town, the Contractor shall provide special collections for severe storm damage and will be compensated at the contracted hourly rate. The Town shall reimburse the Contractor for any disposal fees incurred to provide this service. Reimbursement shall be made after those disposal invoices have been presented to the Town.

Hazardous Waste – Contractor shall not be required to collect hazardous waste defined as such by the US EPA or Maryland Department of the Environment.

Predicted Future Growth – Bidders should be aware that Leonardtown has been one of the fastest growing municipalities in Maryland over the last decade and is predicted to continue that trend as St. Mary's only municipality and a designated growth area.

Tudor Hall Farm is a 400-acre waterfront parcel of land adjacent to the west of the downtown that is slated to begin development over the next two years. The predicted residential and multi family unit count is somewhere around 800 and there will be some commercial development associated with the parcel as well.

Meadows at Town Run II on Hollywood Road is under development currently. The project is planned to have 12 single family homes, 147 townhomes and 4 apartment buildings with 36 units each, totaling 144 apartments.

Additionally, there are a number of properties interested in the possibility of annexation in the near future which could include some commercial to the northwest of Town on Route 5 and to the north of Town on Cedar Lane Road.

Customer Service - Designated Town employees are the primary customer service representatives. Complaints, requests for toters or change in service, etc. are received by the Town. The contractor shall designate one point of contact that will work with the Town employee(s) to resolve all issues in a timely manner. The bid document does not require this point of contact to be identified, but arrangements shall be finalized before the contract begins.

B. Residential Refuse Collection

General – The Contractor shall provide twice weekly (alternate once weekly) curbside service for the collection of household refuse from single family residential locations. Residential collections shall take place between 7:00 a.m. and 6:00 p.m. No collections shall take place on Sunday. The Contractor shall endeavor to maintain a consistent collection route and time for collection of refuse. The Contractor is not required to collect more than 190 (alternate 95) gallons from each location during any given week. Any garbage in excess of the maximum allowed may be left at the collection location. Curbside refers to that portion of the right-of-way adjacent to paved or traveled roadways (including alleys).

Toters – The Contractor shall provide a 95-gallon wheeled toter for those residential customers that choose to utilize a toter. The Contractor shall purchase and maintain a reasonable supply of toters to cover replacement for lost, damaged, and stolen toters. There shall be no extra charge for toters. Almost all residential customers currently utilize toters. The Contractor cannot require customers to use the toter system.

Backdoor Service – The Contractor, at no additional charge, shall provide backdoor service for those customers that are disabled or have health issues that prevent them from setting refuse at the curb.

Collection Standards – The Contractor is expected to remove incidental refuse from the vicinity of residential containers and shall neatly replace containers on the premises from which they were collected. The Town shall be immediately informed if there is a reason the Contractor has left refuse uncollected at a residence.

Changes in Service – The Town will promptly inform the Contractor when additions or deletions to service are required. It is incumbent upon the Contractor to keep up to date route sheets and promptly notify the Town when it identifies any discrepancies.

Disposal of Refuse – All refuse collected by the Contractor shall be disposed of by the Contractor solely at landfills that have been approved by the appropriate agency of the state in which the particular landfill is located. At any time during the contract period, the Town may request evidence to prove refuse is being disposed at a state approved facility.

Bulk Trash Collection – The Contractor shall provide bulk trash collection once each quarter. The Contractor and Town shall agree on a schedule at the beginning of each calendar year. This scheduled service is at no charge to the Town. This service is not intended to apply to cases where it is clear there is an extraordinary amount of bulk trash at one location (i.e. eviction). If the Town requests bulk pickup at any other time, the Contractor will receive payment at the rate stated in the bid.

Fall Leaf Collection – At no charge, the Contractor shall provide a leaf collection program, that is included in their normal household refuse schedule. Customers will be required to bag leaves and set them at the curb and/or in the toter. There will be a 5-bag limit, per resident, per weekly service.

Christmas Tree Collection – At no charge, the Contractor shall provide a Christmas tree collection program, which will take place in early to mid-January, that is included in their normal household refuse schedule. Customers will be required to place trees at the curb and/or in the toter. Recycling Christmas Trees should be encouraged, when possible.

C. Residential Comingled Recyclables Collection

General – The Contractor shall provide Twice (alternate once) weekly curbside service for the collection of comingled household recyclables from single family residential locations. Collections shall take place between 7:00 a.m. and 6:00 p.m. No collections shall take place on Sunday. The Contractor shall endeavor to maintain a consistent collection route and time for collection of recyclables. Curbside refers to that portion of the right-of-way adjacent to paved or traveled roadways (including alleys).

Toters – The Contractor shall provide a wheeled toter for those residential customers that choose to utilize a toter. The Contractor shall purchase and maintain a reasonable supply of toters to cover replacement for lost, damaged, and stolen toters. There shall be no extra charge for toters. Almost all residential customers currently utilize toters. The Contractor cannot require customers to use the toter system.

Approved Recyclables – The minimum list of recyclables shall mirror the single stream recycling guide published by St. Mary's County Government. Please see Exhibit #6. Sorting shall not be required.

Additional Recyclables – At a minimum, the Town will request the Contractor to plan and carryout one secure paper shredding event per calendar year. The Town will be responsible for setting the date, securing the location and handling notification to customers; the Contractor will handle all other details of this event, to include having a representative attend the event. The Contractor shall be entitled to reimbursement for the cost of the paper shredding vendor. The cost shall be determined in advance and approved by the Town.

Disposal of Recyclables – All recyclables collected by the Contractor shall be disposed of by the Contractor at an approved processing facility. The Contractor shall disclose the intended processing facility as part of the bid process. Change to a different processing facility shall be approved in advance by the Town. At no time shall recyclables be landfilled. The Town reserves the right to request proof that recyclables are being properly disposed. The Contractor shall keep monthly weight records and provide such to the Town each calendar year. This information is critical to St. Mary's County complying with MDE reporting requirements. If the Contractor services other customers within St. Mary's County, nothing precludes him/her from comingled the recyclables with those collected in Leonardtown.

Compensation – The Contractor will retain all money received from the sale of the recyclables collected. The projected revenues shall be taken into consideration when determining the cost for recyclables collection service.

D. Commercial Refuse Collection

General – The Contractor shall provide collection for commercial establishments in the service area. Collections shall take place between 6:00 a.m. and 6:00 p.m. No collections shall take place on Sunday except as needed for special events. The Contractor shall endeavor to maintain consistent collection routes and times for commercial collections. **Note 1:** Customers needing *temporary* roll off containers for construction projects may employ the services of other companies. **Note 2:** Some commercial customers are serviced through a national or regional account contract which supersedes this municipal contract. **Note 3:** Certain commercial establishments are located in residential areas. The contractor shall endeavor to schedule routes so as to service those locations after 7:00 a.m.

Level of Service/Routes – At the outset of the contract term, the Contractor shall maintain the route schedule and levels of cubic yard service currently provided to each commercial customer. If the Contractor desires to make changes to any route, it shall first be approved by the Town, after consulting with affected customers. Changes to levels of service shall be agreed upon between the Contractor and customer.

Compactor/Roll off customers – The Town currently services two customers that provides its own compactor (Shopping Center, and The Hamptons Apartments), one customer that rents a compactor, and

a 30 yard roll off container. (Medstar St. Mary's) The Contractor shall keep all tipping fee weigh tickets for these customers and forward to the Town with the monthly invoice. The Contractor will be paid in full for the exact amount of the tipping fees for these customers. The monthly invoice shall itemize container rental and pull charges equal to the bid prices.

Collection Standards – The Contractor is expected to remove incidental refuse from the vicinity of commercial containers and shall neatly replace containers on the premises from which they were collected. The Town shall be immediately informed if there is a reason the Contractor has left refuse uncollected. *Changes in Service* – Town will promptly inform Contractor when changes to service are required. It is then Contractor's responsibility to execute the requested change in a timely manner and report back to Town when completed.

Disposal of Refuse – All refuse collected by the Contractor shall be disposed of by the Contractor solely at landfills that have been approved by the appropriate agency of the state in which the particular landfill is located. At any time during the contract period, the Town may request evidence to prove refuse is being disposed at a state approved facility.

Bulk Trash Collection – The Contractor shall provide bulk trash collection once each quarter. The Contractor and Town shall agree on a schedule at the beginning of each calendar year. This scheduled service is at no charge to the Town. This service is not intended to apply to cases where it is clear there is an extraordinary amount of bulk trash at one location (i.e. eviction). If the Town requests bulk pickup at any other time, the Contractor will receive payment at the rate stated in the bid.

Extra Pickups – At customers' request, Contractor shall provide extra pickup service at the rate(s) stated in the Contractor's bid.

Overflow – Contractor shall document instances where containers are overflowing with refuse. If Contractor documents repeated violations for the customer and believes customer needs additional service, Town should be contacted promptly. Town shall then communicate with customer to resolve issue and inform Contractor of the results.

Municipal Parking Lot – A large enclosure is located in the Town parking lot on Park Avenue. Many commercial and residential customers utilize the two containers located there. This location frequently needs extra clean up. Contractor shall be responsible for keeping the area in and around the enclosure neat and tidy. This includes lifting containers off the ground and cleaning underneath as necessary. There shall be no extra charge for this service.

E. Commercial Cardboard and Comingled Recyclables Collection

General – The Contractor shall offer collection of cardboard and/or comingled recyclables for those commercial/multi-family customers requesting service. Collections shall take place between 7:00 a.m. and 6:00 p.m. No collections shall take place on Sunday. The Contractor shall endeavor to maintain a consistent collection route and time for collection of recyclables.

Toters – The Contractor shall provide a suitable container(s) to match the needs of customers that request recycling service. Some locations may be limited for space and may choose a 95- or 64-gallon wheeled toter. The Contractor shall purchase and maintain a reasonable supply of toters to cover replacement for lost, damaged, and stolen toters. There shall be no extra charge for toters. The Contractor cannot require customers to use the toter system.

Approved Recyclables – The minimum list of recyclables shall mirror the single stream recycling guide published by St. Mary's County Government. Please see Exhibit #6. Sorting shall not be required.

Disposal of Recyclables – All recyclables collected by the Contractor shall be disposed of by the Contractor

at an approved processing facility. The Contractor shall disclose the intended processing facility as part of the bid process. Change to a different processing facility shall be approved in advance by the Town. At no time shall recyclables be landfilled. The Town reserves the right to request proof that recyclables are being properly disposed. The Contractor shall keep monthly weight records and provide such to the Town each calendar year. This information is critical to St. Mary's County complying with MDE reporting requirements. If the Contractor services other customers within St. Mary's County, nothing precludes him/her from commingling the recyclables with those collected in Leonardtown.

Compensation – The Contractor will retain all money received from the sale of the recyclables collected. The projected revenues shall be taken into consideration when determining the cost for recyclables collection service.

IV. Basis and Method of Payment

Billing to the Customers – The Town will bill all customers for refuse collection and recycling services provided by the Contractor. Rates charged to customers will be calculated by the Town to include the bid price and an administrative component that shall cover the costs of customer service, billing, and bad debts; therefore, the Contractor's bid prices shall not include allowances for these items.

Billing to the Town – Before commencement of work under this Contract, it shall be the Town's responsibility to provide the Contractor with an accurate address list of dwelling units to receive service, commercial customers and the quantities being billed and other special collection arrangements. Thereafter and for the duration of the Contract, the Town shall promptly inform the Contractor of any requested changes in service. It is Contractor's responsibility to keep a record of changes in service so that the monthly invoice can be correctly calculated. Town shall review invoice for accuracy prior to approval for payment. Discrepancies shall be resolved promptly so as not to delay payment.

Accuracy of Commercial Service – The Town cannot guarantee the accuracy of commercial cubic yards being collected. If Contractor discovers discrepancies between cubic yards being collected and cubic yards being billed, Contractor, Town, and customer will resolve those issues on a case-by-case basis.

Prorated service – Where a unit receives new, changed or discontinued service on a day other than the first day of the month, its charge will be prorated according to the percentage of days that month's services were provided.

Escalation Clause – Beginning July 1, 2026 the Contractor shall be entitled to annual increases in the rates set forth in this Contract. Price increases will be based on the CPI, the Consumer Price Index (all items) for All Urban Consumers; U.S. City Average, as compiled by the United States Department of Labor, Bureau of Labor Statistics. The Contractor will use the February CPI (not to exceed 3%) as the factor for determining the percentage of annual increase to become effective July 1 of each contract year. Additional increases may be granted by the Town at the request of the Contractor; however, the Town is not obligated to grant additional increases.

Fuel surcharge – Not allowed as part of this contract.

Petition for Unusual or Unanticipated Costs – The Contractor may petition the Town at any time for additional rate adjustments on the basis of unusual changes in the cost of operations, such as new or revised laws, ordinances or regulations; changes in the location of disposal sites or changes in disposal fees; and for other reasons. The Town shall have the right, as a condition for its approval, to demand inspections by itself or by an independent auditor of pertinent records that demonstrate the need for an adjustment to the rates.

V. Indemnity

To the fullest extent permitted by law, the Contractor agrees to indemnify and hold the Town, its elected and appointed officials, employees, and others working on behalf of the Town, harmless from and against

all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of the Contractor, or anyone acting on its behalf in connection with or incident to this contract, except that the Contractor shall not be responsible to the Town on indemnity for damages caused by or resulting from the Town's sole negligence; and the Contractor shall, at its own cost and expense, defend any such claims and any suit, action, or proceeding which may be commenced there under, and the Contractor shall pay any and all judgment which may be recovered in any suit, action or proceeding, and any and all expense including, but not limited to, cost, attorney's fees and settlement expenses, which may be incurred therein.

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
INSTRUCTIONS TO BIDDERS

I. General

Scope of Work – The scope of work under this contract includes, but is not limited to, furnishing all material, tools, labor and equipment, and superintendence to perform all work in strict accordance with these documents for residential and commercial refuse and recyclables collection and disposal for customers within the corporate limits of Leonardtown.

Term of Contract – The term of this contract will be for a five-year period beginning on July 1, 2025 and ending on June 30, 2030.

Contract Extension Option – The Contractor and Town hereby agree that the Town shall have an option to extend the term of this contract for two additional two-year periods. The contractor and Town officials shall meet prior to February 1 of each renewal year to negotiate the terms for each two-year option. If no agreement is reached by February 28 of each renewal year, the Town shall advertise the contract for competitive bids.

II. Bid Procedures

A. Schedule

January 23, 2025	Bid released
February 10, 2025	Pre-bid meeting
February 28, 2025	Bids due
March 10, 2025	Projected Bid Award

B. General

A pre-bid meeting will be held at 11:00 a.m. on Monday, February 10, 2025 at 22670 Washington St, Leonardtown, MD. It is highly recommended that all interested parties attend this meeting and conduct a site visit.

Before submitting a bid, bidders shall familiarize and satisfy themselves as to the conditions under which the Contract will be performed. Certain exhibits are included here which provide information about the service area, current number of customers, and estimated quantity of containers. The bidder shall make his own determinations as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions he may encounter or create, without extra cost to the Town.

This bid is solicited on the basis of per unit prices. Where available, *estimated* quantities are provided to bidders to help them ascertain the scale of this contract. They are not minimum quantities and bidders shall not interpret them as such. The successful bidder shall be compensated in a manner equal to the *actual* customer billing prepared by the Town.

To be considered, bids must arrive at the Town office on or before 11:00 a.m. EST on February 28, 2025. The physical address is 22670 Washington St, Leonardtown, MD 20650. The mailing address is P.O. Box 1, Leonardtown, MD 20650.

Envelopes containing the bids must be sealed and must clearly show the name and address of the bidder, the date and time of bid opening, and the statement "Bid for Municipal Solid Waste and Recyclables Collection and Disposal".

All Bid Forms must be legibly written in ink or typewritten. On Bid Forms where a signature is required, the same representative shall sign.

All bids shall be binding for the Town's acceptance for a minimum of 90 days after the date of the bid opening.

The Town is not obligated to accept the lowest bid. As established by Resolution 5-86, selection of the successful bidder shall be based upon compliance with the specifications and special requirements of the advertised bids and consideration of the following factors: a) lowest or best bid; b) the quality of service, c) time of delivery and d) the responsibility of bidders being considered. All bids may be rejected by The Commissioners of Leonardtown. The Commissioners of Leonardtown reserves the right to reject any or all bids, to waive irregularities and/or informalities in any bid, and to make an award in any manner, consistent with law, deemed in the best interest of the Town.

All questions pertaining to this Invitation for Bids must be submitted in writing or via email and directed to:

Beth Sandberg, Procurement Manager
P.O. Box 1
Leonardtown, MD 20650
Beth.sandberg@leonardtownmd.gov

A written response will be faxed or emailed to all holders of bid documents.

III. Bid Bond/Letter of Credit

Each bid must be accompanied by a certified check, cashier's check, Bid Bond or Letter of Credit in the amount of \$50,000, payable to The Commissioners of Leonardtown as guarantee that if the bid is accepted, the bidder will execute the Contract within ten (10) business days of written notice of award. The failure or refusal of the successful bidder to enter into the Contract within said time frame will result in the forfeiture of the security to the Town as liquidated damages. Forfeiture of the security shall be the sole remedy of the Town. Award of the Contract may then be made to the next best qualified bidder or the work re-advertised for bids as the Town may elect. All bid securities will be returned upon execution of the Contract or no later than sixty (60) days after the bid opening. Bids submitted without the required security will be returned.

IV. Insurance Requirements

The Contractor shall maintain and keep in force during the term of this Contract and throughout any extension thereof the following types of insurance in at least the limits specified below. All insurance policies must be from insurers authorized to conduct business within the State of Maryland. The insurance companies must also have a Best's Rating of at least "A- "and a financial size of "Class VII" or better in the latest edition of Best's Insurance Reports. All insurance policies shall be endorsed to provide at least forty-five (45) days prior written notice of cancellation and non-renewal to The Commissioners of Leonardtown. All required certificates of insurance shall eliminate the wording "endeavor to" and "but failure to mail such notice shall impose no obligation of liability of any kind upon the company, its agents or representatives" from the cancellation provision. Certificates of Insurance shall be delivered to the Town within ten (10) business days after the written notice of award and shall be approved by the Town's Attorney prior to the execution of the contract.

Workers' Compensation and Employer's Liability Insurance

The Contractor shall keep in force during the life of the Contract the statutory Workers' Compensation and Employer's Liability Insurance of \$1,000,000 per accident for all of his employees to be engaged in work under the Contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation and Employer's Liability Insurance for all of the latter's employees to be engaged in such work.

Commercial General Liability Insurance

This insurance must be written on an "occurrence" basis, responding to claims arising out of occurrences which take place during the policy period. The Commissioners of Leonardtown is to be included as an additional insured. The commercial general liability form should provide limits of at least the following:

\$1,000,000 each occurrence for bodily injury and property damage,
\$2,000,000 annual aggregate.

Automobile Liability Insurance

This insurance should apply to any auto, including all owned, hired and non-owned vehicles, to a combined single limit of at least \$1,000,000 each accident. Any statutorily required "No-Fault" benefits and uninsured/underinsured motorist's coverage should be included.

V. Performance Bond/Letter of Credit

The selected bidder shall have five (5) business days after execution of the contract to deliver to the Town a performance Bond or letter of credit in the amount \$500,000. Said bond or letter of credit is to be executed by a surety or banking institution satisfactory to the Town, guaranteeing both the faithful performance of the Contract and the due payment of all lawful claims for all labor, material, and equipment used in the work.

VI. Required elements of each Bid

- A. **Bid Form #1** – Cover sheet
- B. **Bid Form #2** – Addendum Certification
- C. **Bid Form #3** – Corporate Entity Disclosure
- D. **Bid Form #4** – Notarized Non-Collusion Oath
- E. **Bid Form #5** – Statement of qualifications
- F. **Bid Form #6** – Facilities disclosure
- G. **Bid Form #7** – Bid prices to include all services listed to fulfill the Scope of Work.
- H. **Bid Security**
- I. **Proof of Insurance Coverage**

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
LIST OF EXHIBITS

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**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
FORM OF CONTRACT**

EXHIBIT #1

THIS CONTRACT, Made and entered into this _____ day of _____ 2025, by and between The Commissioners of Leonardtown, (hereinafter called the "Town"), and Successful Contractor.

WITNESSETH, The Contractor and the Town for the consideration stated herein agree as follows:

- I. *Term* - This contract shall take effect on July 1, 2025, and remain in full force and effect until June 30, 2030. The initial term of this contract may be extended for two additional two (2) year periods, under the same terms and conditions as this, the initial contract, provided each party has received from the other a written expression of consent no less than one hundred fifty (150) days prior to the expiration of the initial term.

- II. *Scope of Work* – The scope of work under this contract includes, but is not limited to, furnishing all material, tools, labor and equipment, and superintendence to perform all work in strict accordance with these documents for residential and commercial refuse and recyclables collection and disposal for customers within the corporate limits of Leonardtown.

- III. *Component Parts of the Contract Documents* - The Contract Documents shall include the following documents, all of which are as fully a part of this Contract as if herein set out verbatim, or if not attached, as if hereto attached.
 - (1) This Instrument
 - (2) The Invitation for Bids
 - (3) The Contract Specifications
 - (4) Instructions to Bidders
 - (5) The Contractor's Bid Forms
 - (6) The Performance Bond or Letter of Credit
 - (7) Certificate of Insurance
 - (8) Any addenda or changes to the foregoing documents agreed to by the parties hereto.

All provisions of the Contract Documents shall be strictly complied with and conformed to by Contractor, and no amendment to this contract shall be made except upon the written consent of the parties, which consents shall not be unreasonably withheld. No amendment shall be construed to release either party from any obligation of the Contract Documents except as specifically provided for in such amendment.

This Contract is intended to conform in all respects to applicable statutes of the State of Maryland, and if any part or provision of this Contract conflicts therewith, the said statute shall govern.

IN WITNESS WHEREOF, We, the contracting parties, by our duly authorized agents, hereto affix our signatures and seals as of this _____ day of _____, 2025.

The Commissioners of Leonardtown

Successful Contractor

By: _____

By: _____

Title: _____

Title: _____

Witness: _____

Witness: _____

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
SAMPLE PERFORMANCE BOND**

EXHIBIT #2

KNOW ALL MEN BY THESE PRESENTS, That we, _____

_____ (hereinafter called "Principal"), as Principal, and _____, a corporation organized and existing under the laws of the State of _____ and authorized to transact business in the State of Maryland (hereinafter called "Surety"), as Surety, are held firmly bound unto The Commissioners of Leonardtown, P.O. Box 1, Leonardtown, MD 20650 (hereinafter called "Obligee"), as Obligee, in the penal sum of THREE HUNDRED THOUSAND DOLLARS (\$ 300,000) for the payment of which, well and truly to be made, we bind ourselves, our heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, The Principal has entered into a certain written contract with the Obligee, dated the _____ day of _____, 2025, for Municipal Solid Waste and Recyclables Collection and Disposal, which Contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the Principal shall faithfully perform the Contract on his part, free and clear of all liens arising out of claims for labor and materials entering into the performance of the contract and indemnify and save harmless the Obligee from all loss, cost, or damage that he may suffer by reason of the failure so to do, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that no suit, action or proceeding shall be had or maintained against Surety on this bond unless the same be brought or instituted within one (1) year after the date of completion or default by Principal. Written notice to Principal and Surety must be given within thirty (30) days after the occurrence of an alleged default or failure to perform.

Signed and sealed this _____ day of _____, 2025.

(SEAL)

PRINCIPAL

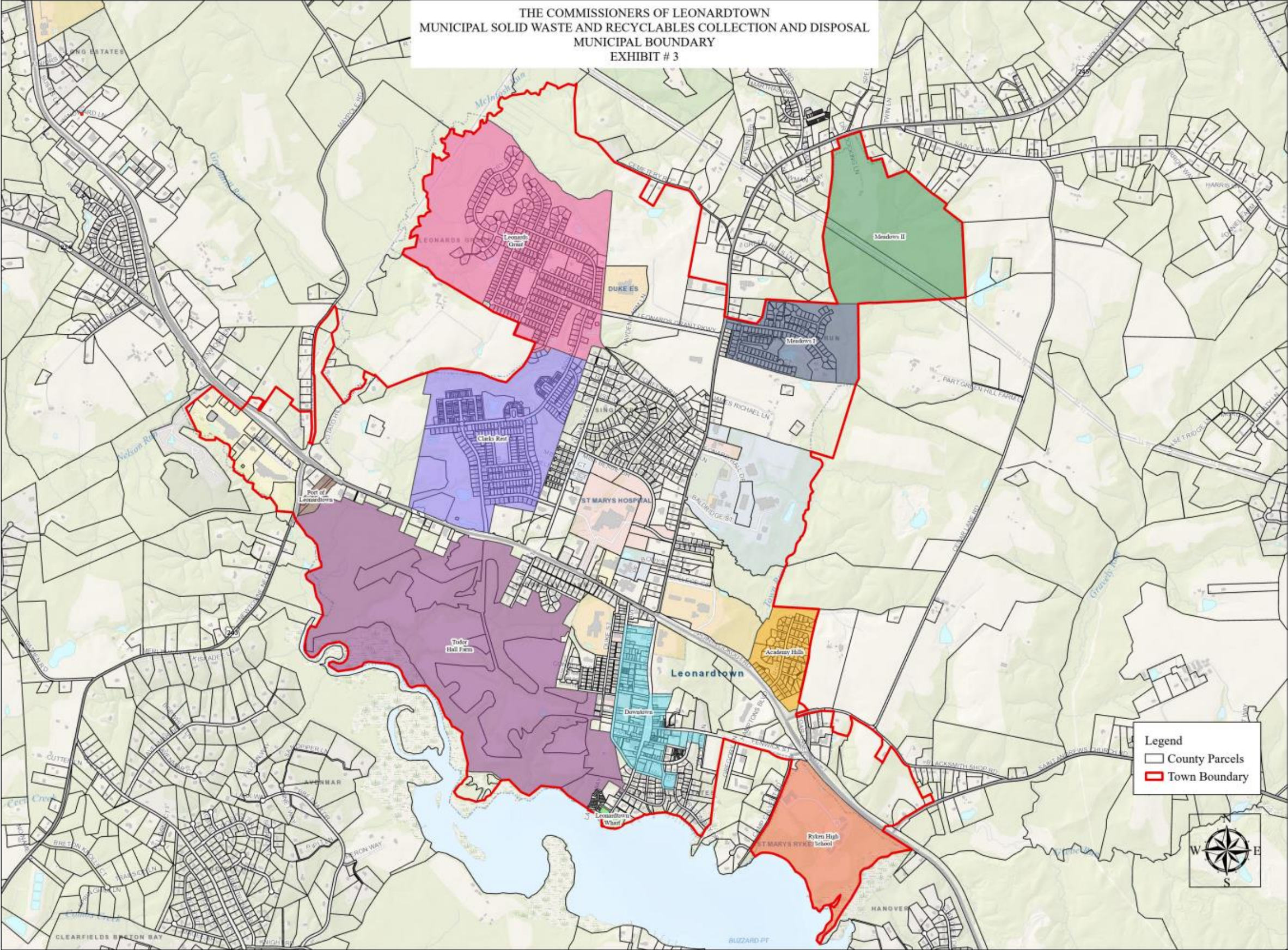
By _____

(SEAL)

SURETY

By: _____

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
MUNICIPAL BOUNDARY
EXHIBIT # 3



**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
NO CHARGE MUNICIPAL COLLECTION LOCATIONS**

EXHIBIT #4

	<u>ESTIMATED YARDS PER WEEK</u>
TOWN HALL: 22670 WASHINGTON ST	2 YDS (SHARED CONTAINER) 1 RECYCLE Toter
WASTE WATER TREATMENT PLANT: 26220 VAN WERT LN	2 YDS & 4 YDS
LEONRD TOWN VOL. FIRE DEPARTMENT: 22733 LAWRENCE AVE	6 YDS @ 2/WEEK W/LOCK
LEOANRD TOWN VOL. RESCUE SQUAD: 22855 LAWRENCE AVE	4 YDS @ 1/WEEK 1 RECYCLE Toter
HISTORIC TUDOR HALL: 41680 TUDOR PL	1 TRASH & 1 RECYCLE Toter
PORT OF LEOANRD TOWN WINERY & PARK: 23132 NEWTOWN NECK RD	4 Toters 2 ANCHORED CONTAINERS
WHARF WATERFRONT PARK: 22510 WASHINGTON ST	3 Toters @ CONCESSION 8 ANCHORED CONTAINERS
ANCHORED TRASH RECEPACLES ON DOWNTOWN ST UPPER & LOWER SQUARE COURTHOUSE DR & FENWICK ST 41675 FENWICK ST WASHINGTON ST & FENWICK ST 22675 WASHINGTON ST CORNER OF WASHINGTON ST & FENWICK ST (DUKE BLDG)	18 ANCHORED CONTAINERS

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
NO CHARGE SPECIAL EVENTS**

EXHIBIT #5


	Estimated Number of toters	
	Trash	Recycle
1) Spring Fling Car Show – May 18 th	12	12
2) First Responder Fundraiser Concert – June 7 th	8	8
3) Fourth at The Wharf – July 4 th	8	8
4) Southern MD Boat Regatta – July 26 th & 27 th	5	5
5) Leonardtown’s Got Talent – Aug 8 th & 9 th	5	5
6) Labor Day Concert – Aug 30 th	8	8
7) Monster Mash Bash – Oct 19 th	5	5
8) Veterans Day – Nov 11 th	5	5
9) Christmas on the Square – Nov 28 th	20	20

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
SINGLE STREAM RECYCLING GUIDE**

EXHIBIT #6

St. Mary's County Recycling Guide

Revised: January, 2020

<u>CONVENIENCE CENTERS</u>	<u>ACCEPTABLE</u>	<u>UNACCEPTABLE</u>
	<p><u>Single Stream Recycling (sorting not required)</u></p> <ul style="list-style-type: none"> ☑ <u>Cardboard</u>: Does not have to be broken down. ☑ <u>Plastic Containers</u>: All plastics marked #1 through #7 ☑ <u>Glass Containers</u>: Food/beverage jars & bottles - all colors (clear, brown, green) ☑ <u>Metal Containers</u>: Food/beverage containers made of aluminum, tin, steel, etc. (lids & labels acceptable) ☑ <u>Aerosol Cans</u>: Empty (caps acceptable) ☑ <u>Aluminum Foil & Pans</u>: Minimal food residue ☑ <u>Milk Cartons, Juice Boxes & other Aseptic/Gable-Top Packaging</u> ☑ <u>Newspaper</u>: Inserts acceptable ☑ <u>Magazines & Catalogs</u>: Any magazine or catalog ☑ <u>Mixed Paper</u>: Computer, letterhead, folders, white/colored & ledger paper, envelopes, food/ beverage/& pizza boxes, milk/juice/creamer cartons, packing paper, junk mail, books, telephone books, brown paper bags & wrapping paper ☑ <u>Eye glasses</u> ☑ <u>Oyster shells</u> 	<ul style="list-style-type: none"> ☒ Plate glass, mirrors, ceramics, crystal ☒ Carbon paper ☒ Paper towels and restroom waste paper ☒ Incandescent light bulbs ☒ Styrofoam ☒ Paint cans ☒ Plastic bags/film/wrap

THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
CURRENT COMMERCIAL CUSTOMER BILLING DATA

EXHIBIT #7

CUSTOMER NUMBER	STREET NUMBER	STREET NAME	SUITE/ UNIT	CUSTOMER NAME	SERVICE	TYPE OF REFUSE	CAN SIZE	SCHEDULE	BILLING CODE
000300	41740	BALDRIDGE ST		LEONARD HALL SCHOOL	REFUSE	MIXED	S16		T08
000305	41780	BALDRIDGE ST		OLD GARVEY CENTER	REFUSE	MIXED	S16		T03
000315	41870	BALDRIDGE ST		ST. MARY'S COUNTY - STORAGE BLDG	REFUSE	OFFICE	S17		T18
000317	41874	BALDRIDGE ST		ST. MARY'S COUNTY - EQUIPMENT SHELTER	REFUSE	MIXED	S17		T02
000320	41880	BALDRIDGE ST		ST. MARY'S COUNTY - DETENTION CENTER	REFUSE	MIXED	8(2)	M, W, F	T48
000920	22600	CAMP CALVERT RD		ST. MARY'S RYKEN HIGH SCHOOL	REFUSE	MIXED	8(3)	M,TH	T48
000920	22600	CAMP CALVERT RD		ST. MARY'S RYKEN HIGH SCHOOL	RECYC	CARD	8	TH	R08
000920	22600	CAMP CALVERT RD		ST. MARY'S RYKEN HIGH SCHOOL	RECYC	COMINGLED	TOTER(3)	W	E03
001020	22646	CEDAR LANE CT		BRETON VETERINARY	REFUSE	OFFICE	2	TH	T02
001020	22646	CEDAR LANE CT		BRETON VETERINARY	RECYC	COMINGLED	TOTER(1)	W	E01
001016	22650	CEDAR LANE CT		ST. MARY'S MEDICAL ARTS - AKLUA	REFUSE	OFFICE	4	M,TH	T08
001010	22680	CEDAR LANE CT		CEDAR LANE APARTMENTS	REFUSE	MIXED	8(3)	M, T, W, TH, F	T120
001205	41645	CHURCH ST		SHANE MATTINGLY ATTORNEY	REFUSE	OFFICE	TOTER(1)	T, F	T02
001205	41645	CHURCH ST		SHANE MATTINGLY ATTORNEY	RECYC	OFFICE	TOTER(1)		E01
002300	41480	CONNELLY ST		LEONARDTOWN VILLAGE #31- 71	REFUSE	RESID	TOTER(35)	T, F	T35
002300	41480	CONNELLY ST		LEONARDTOWN VILLAGE APTS	RECYC	COMINGLED	TOTER(35)	W	I
001325	41485	CONNELLY ST		LEONARD'S FREEHOLD (LAUNDRY, OFFICE, #35)	REFUSE	RESID	TOTER(3)	T, F	T03
001400	41605	COURTHOUSE DR		ST. MARY'S COUNTY COURTHOUSE	REFUSE	OFFICE	6	M, W, F	T18
001490	41610	COURTHOUSE DR		J. ERNEST BELL, II BLDG	REFUSE	OFFICE	S1		T02
001485	41620	COURTHOUSE DR		JOHN WEINER BLDG	REFUSE	OFFICE	S1		T04
001485	41625	COURTHOUSE DR		SMC - OLD JAIL	REFUSE	OFFICE	S9		T03
001480	41630	COURTHOUSE DR		BRENDA DORSEY BUILDING & APTS	REFUSE	OFFICE	S1		T04
001475	41640	COURTHOUSE DR		BECK & BECK	REFUSE	OFFICE	S1		T04
001470	41650	COURTHOUSE DR		LOKER BLDG CONDO COUNCIL	REFUSE	OFFICE	S1		T04
001410	41655	COURTHOUSE DR		SMC - EMERGENCY OPERATIONS CENTER	REFUSE	OFFICE	S9		T08
001465	41660	COURTHOUSE DR		PROFFITT BUILDING	REFUSE	OFFICE	S1		T02
001460	41670	COURTHOUSE DR		DAVID ABELL BUILDING	REFUSE	OFFICE	S1		T04
00145701	41680	COURTHOUSE DR		STAR MANAGEMENT LLC	REFUSE	OFFICE	2	W	T02
001450	41690	COURTHOUSE DR		PRINTING PRESS, INC.	REFUSE	OFFICE	4	M, TH	T08
010910	41500	DOCTOR'S CROSSING RD		MEDSTAR - QUAD HOUSE	REFUSE	MIXED	TOTERS (4)	M,TH	T4
001511	41550	DOCTOR'S CROSSING WAY		ST. MARY'S ADVANCE LIFE SUPPORT UNIT	REFUSE	OFFICE	S5		T02
001505	41550	DOCTOR'S CROSSING WAY		MEDSTAR - MARCEY HOUSE	REFUSE	OFFICE	S5		T02
001515	41575	DOCTOR'S CROSSING WAY		MEDSTAR IT BUILDING	REFUSE	OFFICE	USING COMPACTOR		T02
001630	22810	DORSEY ST		NEW TOWNE VILLAGE APARTMENTS	REFUSE	MIXED	6	M, TH	T12
001946	22725	DUKE ST		SOF - MARKET	REFUSE	OFFICE	8(2)	1 (M/TH) 1 (M)	T24
001890	22885	DUKE ST		LEONARDTOWN ELEMENTARY SCHOOL	REFUSE	OFFICE	8(2)	M,W,F	T48
41810		EASTWICK LN		FOXWELL CONDOS	REFUSE	MIX	6(2)	M,F	24 YDS
41810		EASTWICK LN		FOXWELL CONDOS	RECYC	COMINGLED	TOTERS (2)	W	2 YDS
002185	41590	FENWICK ST		MATTINGLEY - GARDINER FUNERAL HOME	REFUSE	OFFICE	2	M,TH	T04
00218101	41600	FENWICK ST		TOWNE FLORIST - BELLA'S	REFUSE	FLORIST	2	M	T02

00218101	41600	FENWICK ST	TOWNE FLORIST - BELLA'S	RECVC	FLORIST	4	M	R04
002100	41605	FENWICK ST	KNIGHTS OF COLUMBUS #1470	REFUSE	MIXED	2	M	T02
002175	41610	FENWICK ST	KELLY LOVELESS BLDG	REFUSE	OFFICE	TOTER(2)	T, F	T04
002175	41610	FENWICK ST	KELLY LOVELESS BLDG	RECVC	COMINGLED	TOTER(1)	W	E01
002170	41620	FENWICK ST	DOGWOOD DEVELOPMENT	REFUSE	OFFICE	TOTER(1)	T, F	T02
002110	41635	FENWICK ST	JOHN VANNATTA BUILDING	REFUSE	OFFICE	TOTER(1)	T, F	T02
002110	41635	FENWICK ST	JOHN VANNATTA BUILDING	RECVC	COMINGLED	TOTER(1)	W	E01
002165	41650	FENWICK ST	ROSA'S DRY CLEANERS AND LAUNDRY	REFUSE	CLEANERS	S3		T03
00216001	41652	FENWICK ST	NORTH END GALLERY	REFUSE	RETAIL	S3		T03
002155	41656	FENWICK ST	HILES - VACANT	REFUSE		S3		-
00215102	41658	FENWICK ST	VACANT	REFUSE	MIXED	S3		-
002122	41665	FENWICK ST	BENCHMARK PROPERTIES A - COMMERCIAL	REFUSE	OFFICE	S2		T02
002123	41665	FENWICK ST	BENCHMARK PROPERTIES - B - APTS	REFUSE	MIXED	S2		T10
002125	41675	FENWICK ST	S-CAPE SALON AND APARTMENTS	REFUSE	RETAIL	S2		T09
002135	41695	FENWICK ST	A & M GLASS	REFUSE	GLASS	4	M, TH	T08
002141	41900	FENWICK ST	FOXWELL PROFESSIONAL BLDG	REFUSE	OFFICE	2	W	T02
002305	22815	GODDARD CT	LEONARDTOWN VILLAGE LAUNDRY	REFUSE	OFFICE	TOTER(1)	T, F	T01
002585	44980	HAMPTONS BLVD	TSG - THE HAMPTONS BLDG #1	REFUSE	MIX	COMPACTOR	M,W,F	COM
002585	44980	HAMPTONS BLVD	TSG - THE HAMPTONS BLDG #1	RECVC	COMINGLED	4	M,TH	E8
002590	44980	HAMPTONS BLVD	TSG - THE HAMPTONS BLDG #2	REFUSE	MIX	COMPACTOR	M,W,F	COM
002590	44980	HAMPTONS BLVD	TSG - THE HAMPTONS BLDG #2	RECVC	COMINGLED	4	M,TH	E8
002510	23595	HAYDEN FARM LN	FRANCIS DUKE ELEMENTARY	REFUSE	OFFICE	(2)8	M,TH	T32
002520	23630	HAYDEN FARM LN	SMC OFFICE OF AGING	REFUSE	MIX	4	M,W,F	T12
002515	23630	HAYDEN FARM LN	SMC LIBRARY	REFUSE	OFFICE	6	W	T6
002515	23630	HAYDEN FARM LN	SMC LIBRARY	RECVC	COMINGLED	2	TH	E21
002700	22950	HOLLYWOOD RD	COLLEGE OF SOUTHERN MARYLAND	REFUSE	OFFICE	6	M,W,F	T18
002700	22950	HOLLYWOOD RD	COLLEGE OF SOUTHERN MARYLAND	RECVC	COMINGLED	4	M	E4
002575	22955	HOLLYWOOD RD	BRINSFIELD FUNERAL HOME	REFUSE	OFFICE	TOTERS(3)	M, TH	T03
002745	23250	HOLLYWOOD RD	BOARD OF ELECTIONS	REFUSE	OFFICE	2	W	T02
002745	23250	HOLLYWOOD RD	BOARD OF ELECTIONS	RECVC	COMINGLED	2	M, TH	E04
002745	23250	HOLLYWOOD RD	BOARD OF ELECTIONS	REFUSE	OFFICE	8	W	T08
002850	23365	HOLLYWOOD RD	SOUTHERN MARYLAND ELECTRIC CO	REFUSE	CARD	8	TH	R08
002850	23365	HOLLYWOOD RD	SOUTHERN MARYLAND ELECTRIC CO	RECVC	CARD	8	TH	R08
002850	23365	HOLLYWOOD RD	SOUTHERN MARYLAND ELECTRIC CO	REFUSE	MIXED	6	M,TH	EXEMPT
EXEMPT	22733	LAWRENCE AVE	LEONARDTOWN VOLUNTEER FD	REFUSE	RESID	4	W	T04
004031	22756	LAWRENCE AVE	GUM, LLC APARTMENTS	REFUSE	RESID	4	M	T03
004062	22786	LAWRENCE AVE	MD - TWIGA, LLC	REFUSE	RESID	4	M	-
004100	22800	LAWRENCE AVE	EMPTY LOT - LITTLE HOUSES COMING	REFUSE	RESID	TOTERS (2)	T, F	T04
004100	22840	LAWRENCE AVE	HOOPER APTS	REFUSE	MIXED	4	T	EXEMPT
EXEMPT	22855	LAWRENCE AVE	LEONARDTOWN RESCUE SQUAD	RECVC	COMINGLED	4	F	EXEMPT
EXEMPT	22855	LAWRENCE AVE	LEONARDTOWN RESCUE SQUAD	REFUSE	RESID	TOTER(1)		EXEMPT
004141	22870	LAWRENCE AVE	WASHINGTON STREET INVESTMENT	REFUSE	RESID	S7		T08
003900	23090	LEONARD HALL DR	SMC - COMMUNICATIONS CENTER	REFUSE	OFFICE	4	M, F	T04
003930	23115	LEONARD HALL DR	SMC - POTOMAC BUILDING	REFUSE	OFFICE	6	M, W, F	T18
003925	23145	LEONARD HALL DR	ST. MARY'S COUNTY DRILL HALL	REFUSE	OFFICE	4	F	T03
003910	23150	LEONARD HALL DR	SMC - PATUXENT BUILDING	REFUSE	OFFICE	8	M, W, F	T24
004995	40800	MERCHANTS LN	AUTOZONE #1668	REFUSE	RETAIL	8	W	T08
004987	40845	MERCHANTS LN	MERCHANTS LN FINE WINE & SPIRITS	REFUSE	RETAIL	TOTER (1)	T/F	T02
004987	40845	MERCHANTS LN	MERCHANTS LN FINE WINE & SPIRITS	RECVC	CARD	6	M/TH	T06
004958	40845	MERCHANTS LN	DAISY NAILS	REFUSE	RETAIL	S10		T02
004971	40845	MERCHANTS LN	PAPA JOHNS PIZZA - PIE IN THE SKY	REFUSE	FOOD	6	M	F06
004971	40845	MERCHANTS LN	PAPA JOHNS PIZZA - PIE IN THE SKY	RECVC	CARD	6	TH	R06
00498001	40845	MERCHANTS LN	SNEADS ACE	REFUSE	RETAIL	8	M	T08

00498001	40845	MERCHANTS LN	240	SNEADS ACE	RECYC	CARD	8	M,TH	R16
004941	40845	MERCHANTS LN	230	HONG KONG BUFFETT	REFUSE	FOOD	6	M, F	F12
004986	40845	MERCHANTS LN	100	SHOPPERS FOOD WAREHOUSE (VACANT)	REFUSE	MIX	COMPACTOR		COM
004978	40845	MERCHANTS LN	110	EARTHWISE PET SUPPLY	REFUSE	REFUSE	2	W	T02
004961	40845	MERCHANTS LN	150	ADVANCED ORTHOPEDICS	REFUSE	OFFICE	S10		T02
004952	40845	MERCHANTS LN	160	METHOD GYM	REFUSE	OFFICE			-
004965	40845	MERCHANTS LN	130	VACANT	REFUSE	OFFICE	S10		
004947	40845	MERCHANTS LN	200	METHOD GYM	REFUSE	OFFICE	2	M, F	T04
004930	40855	MERCHANTS LN		DR. KIRIT K. PATEL, MD LLC	REFUSE	OFFICE	2	W	T02
004820	40865	MERCHANTS LN		DIALYSIS SERVICE DIVISION	REFUSE	OFFICE	6	W	T06
004816	40865	MERCHANTS LN		DIALYSIS SERVICE DIVISION	RECYC	CARD	4	M	R04
004795	40874	MERCHANTS LN		KUMAR - SO TO BE CASH WASH	REFUSE	OFFICE			-
004810	40885	MERCHANTS LN		CEDAR POINT FEDERAL CREDIT UNION	REFUSE	OFFICE	8	W	T08
004910	40900	MERCHANTS LN		RAYNER BLAIR BLDG	REFUSE	MIXED	6	M,W,F	T18
004910	40955	MERCHANTS LN	1	SUBWAY	REFUSE	FOOD	S6		F13
004901	40955	MERCHANTS LN	1	SUBWAY	RECYC	CARD	S21		R02
004898	40955	MERCHANTS LN	2	SPORT CLIPS	REFUSE	OFFICE	S6		R02
004892	40955	MERCHANTS LN	3, 4	HAPPY DRAGON RESTAURANT	REFUSE	FOOD	S6		F13
004886	40955	MERCHANTS LN	3, 4	HAPPY DRAGON RESTAURANT	RECYC	CARD	S21		R02
004880	40955	MERCHANTS LN	5	VACANT	REFUSE	OFFICE	S6		F13
004875	40955	MERCHANTS LN	6	VACANT	RECYC	CARD	S6		R02
004860	40955	MERCHANTS LN	7	LEONARDTOWN LAUNDROMAT	REFUSE	OFFICE	S6		T02
004856	40955	MERCHANTS LN	8	CRAB KNOCKERS	REFUSE	LAUNDRY	S6		T03
004851	40955	MERCHANTS LN	8	CRAB KNOCKERS	REFUSE	MIXED	S6		T05
004847	40955	MERCHANTS LN	8	CRAB KNOCKERS	RECYC	CARD	S21		R02
004835	40955	MERCHANTS LN	9, 10, 11	LEONARDTOWN CENTRE LIQUORS	REFUSE	RETAIL	S6		T02
004830	40955	MERCHANTS LN	9, 10, 11	LEONARDTOWN CENTRE LIQUORS	RECYC	CARD	S21		R04
004825	40955	MERCHANTS LN	12, 13	PAM'S HALLMARK	REFUSE	RETAIL	S6		T02
005301	40955	MERCHANTS LN	14	LEONARDTOWN CIGARS	REFUSE	RETAIL	S6		T02
005540	40955	MERCHANTS LN	15	LUXE NAILS	REFUSE	RETAIL	S8		T02
005506	40955	MERCHANTS LN	16	OPTIMUM VAPOR	REFUSE	RETAIL	S8		T02
005514	40955	MERCHANTS LN	17	SALON D	REFUSE	RETAIL	S8		T04
005516	40955	MERCHANTS LN	18	WALGREENS	REFUSE	RETAIL	6	M,W,F	T18
005525	40955	MERCHANTS LN	19, 20	FOOD LION STORE, LLC # 656	REFUSE	MIXED	8(2)	M, W, F, S	F64
EXEMPT	40955	MERCHANTS LN	21, 22	AVISTA/FAMILY DOLLAR - UNIT 21	REFUSE	RETAIL	6	W	T06
EXEMPT	40955	MERCHANTS LN	21, 22	AVISTA/FAMILY DOLLAR - UNIT 21	RECYC	CARD	8 (2)	M, TH	R32
008501	41680	MISS BESSIE DR		SINGLETREE MEDICAL OFFICE BLDG	REFUSE	OFFICE	8	M,TH	T16
005650	22995	MOAKLEY ST		ST. MARY'S SUNSHINE CENTER(DAY CARE)	REFUSE	MIXED	4	M,TH	T08
005650	22995	MOAKLEY ST		ST. MARY'S SUNSHINE CENTER(DAY CARE)	RECYC	COMINGLED	TOTER(2)	W	E02
005811	23000	MOAKLEY ST		BELMONT BUILDING	REFUSE	OFFICE	8	M,TH	T16
005805	23100	MOAKLEY ST		ST. MARY'S CO. PUBLIC SCHOOLS	REFUSE	OFFICE	S18		T02
005826	23140	MOAKLEY ST		MILLENNIUM BUILDING	REFUSE	OFFICE	6	TH	T06
EXEMPT	23160	MOAKLEY ST		ST. MARY'S CO. PUBLIC SCHOOLS	REFUSE	OFFICE	S18		T14
EXEMPT	23190	NEWTOWNE NECK RD		PORT OF LEONARDTOWN WINERY	REFUSE	MIXED	TOTER(2)	T, F	EXEMPT
008501	23600	NORTH MONTAGUE DR		LEONARDS GRANT COMMUNITY CENTER	REFUSE	MIXED	TOTER(1)	W	EXEMPT
005650	41495	NORRIS ST		LEONARD'S FREEHOLD 1 - 34	REFUSE	RESID	TOTER(3)	M, TH	SC3
005650	41495	NORRIS ST		LEONARD'S FREEHOLD 1 - 35	REFUSE	COMINGLED	TOTER(34)	T, F	T34
005811	41565	PARK AVE		SLICE HOUSE - Closed Business	REFUSE	COMINGLED	TOTER(34)	W	T34
005805	41580	PARK AVE		BELL FAMILY - OLD BODY SHOP	REFUSE	MIXED	2	F	T02
005826	41615	PARK AVE		GUADAGNOLI - PARK AVE APTS	REFUSE	OFFICE	S1		T07

005830	41625	PARK AVE	DRURY BUILDING, LLC	REFUSE	OFFICE	S1	T08
005837	41655	PARK AVE	THE INN AT LEONARDTOWN	REFUSE	MIXED	S1	T04
EXEMPT	41655	PARK AVE	THE INN AT LEONARDTOWN - BEHIND	RECYC	CARD	8	TOWN PAYS
00580101	41660	PARK AVE	BAY FIBER STUDIOS	REFUSE	OFFICE	S2	T02
005840	41675	PARK AVE	THE GOOD EARTH NATURAL FOODS	REFUSE	MIXED	2	T02
005840	41675	PARK AVE	THE GOOD EARTH NATURAL FOODS	RECYC	CARD	4	R04
EXEMPT	41675	PARK AVE	THE GOOD EARTH NATURAL FOODS	RECYC	COMINGLED	2 TOTERS	E02
005920	21580	PEABODY ST	MUNICIPAL PARKING LOT	RECYC	CARD	8	TOWN PAYS
005925	21585	PEABODY ST	ST. MARY'S COUNTY HEALTH DEPT	REFUSE	OFFICE	6	T18
005925	21585	PEABODY ST	ST. MARY'S NURSING CENTER	REFUSE	MIXED	8(3)	T12
006299	25355	POINT LOOKOUT RD	ST. MARY'S NURSING CENTER	RECYC	CARD	8	R16
006299	25355	POINT LOOKOUT RD	BIRDIES CONVENIENCE STORE	REFUSE	RETAIL	S13	T24
006299	25355	POINT LOOKOUT RD	BIRDIES CONVENIENCE STORE	REFUSE	CARD	S24	T24
006010	25390	POINT LOOKOUT RD	CARMELA BOYD	REFUSE	OFFICE	2	T02
006010	25390	POINT LOOKOUT RD	FRANK COMBS APARTMENTS	REFUSE	RESID	TOTER(3)	T02
006010	25390	POINT LOOKOUT RD	FRANK COMBS APARTMENTS	RECYC	COMINGLED	TOTER(1)	E01
006275	25405	POINT LOOKOUT RD	SHORE UNITED	REFUSE	OFFICE	4	T04
006016	25450	POINT LOOKOUT RD	CHEDELDAINE'S AUTO	REFUSE	RETAIL	4	T04
006022	25460	POINT LOOKOUT RD	BRETON PROFESSIONAL BLDG - MJ LUXE	REFUSE	MIXED	2	T04
006031	25470	POINT LOOKOUT RD	LEDO PIZZA	REFUSE	FOOD	8	F16
006031	25470	POINT LOOKOUT RD	BRETON MARKETPLACE	REFUSE	FOOD	S14	F28
006031	25470	POINT LOOKOUT RD	BRETON MARKETPLACE	REFUSE	MIXED	S14	T12
006032	25480	POINT LOOKOUT RD	BRETON MARKETPLACE	RECYC	CARD	8(2)	R26
006033	25482	POINT LOOKOUT RD	BRETON CONDOS #1	REFUSE	OFFICE	S14	T02
006034	25484	POINT LOOKOUT RD	BRETON CONDOS #2	REFUSE	OFFICE	S14	T02
006040	25500	POINT LOOKOUT RD	BRETON CONDOS #3	REFUSE	OFFICE	S14	T02
006221	25525	POINT LOOKOUT RD	BRETON PROFESSIONAL BLDG - MJ LUXE	REFUSE	MIXED	COMPACTOR	COM
006055	25550	POINT LOOKOUT RD	ST. MARY'S HOSPITAL	REFUSE	MIXED	TOTERS(7)	T07
006066	25775	POINT LOOKOUT RD	HENRY CAMIONI	REFUSE	MIXED	4	T04
006160	25788	POINT LOOKOUT RD	FIRST SAINTS CHURCH	RECYC	COMINGLED	TOTER(3)	E03
006160	25785	POINT LOOKOUT RD	JOE STONE INSURANCE	REFUSE	OFFICE	4	T04
006160	25785	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	REFUSE	OFFICE	2	T04
006160	25785	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	REFUSE	WHOLESALE	4	T08
006156	25805	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	RECYC	CARD	8	R08
006156	25805	POINT LOOKOUT RD	W.M. DAVIS	REFUSE	MIXED	S19	F08/T02
006140	25895	POINT LOOKOUT RD	W.M. DAVIS	RECYC	CARD	S22	R011
00613601	25965	POINT LOOKOUT RD	PNC BANK	REFUSE	OFFICE	2	T02
00613301	25995	POINT LOOKOUT RD	LEONARDTOWN SUNOCO STATION	REFUSE	RETAIL	2	T02
00612701	26005	POINT LOOKOUT RD	VINTAGE VALUES	REFUSE	RETAIL	8	T48
006127	26011	POINT LOOKOUT RD	NOLI'S	REFUSE	FOOD	4	F08
006115	26055	POINT LOOKOUT RD	HALLS HVAC/MILEY CREEK	REFUSE	RETAIL	8	T08
006115	26055	POINT LOOKOUT RD	TACO BELL STORE #20819	REFUSE	FOOD	6	F12
006110	26085	POINT LOOKOUT RD	TACO BELL STORE #20819	RECYC	CARD	6	R06
006300	22725	POPE ST	LEONARDTOWN DASH INN	REFUSE	RETAIL	8	T24
006550	41600	SHADRICK ST	CUTTING EDGE SALON	REFUSE	RETAIL	TOTER(1)	T02
006840	41655	TUDOR HALL RD	THOMAS CHANG APTS	REFUSE	RESID	4	T08
EXEMPT	41680	TUDOR PLACE	SARAH'S BEAUTY BOUTIQUE	REFUSE	RETAIL	TOTER(1)	T02
EXEMPT	41681	TUDOR PLACE	ST. MARY'S HISTORICAL SOCIETY	REFUSE	OFFICE	TOTER(1)	EXEMPT
006881	22665	VAN WERT LN	ST. MARY'S HISTORICAL SOCIETY	REFUSE	COMINGLED	TOTER(1)	EXEMPT
EXEMPT	22620	VAN WERT LN	VAN WERT APARTMENTS	REFUSE	MIXED	4	T08
EXEMPT	22620	VAN WERT LN	WASTEWATER TREATMENT PLANT	REFUSE	MIXED	4	EXEMPT

005830	41625	PARK AVE	DRURY BUILDING, LLC	REFUSE	OFFICE	S1	T08
005837	41655	PARK AVE	THE INN AT LEONARDTOWN	REFUSE	MIXED	S1	T04
EXEMPT	41655	PARK AVE	THE INN AT LEONARDTOWN - BEHIND	RECYC	CARD	8	TOWN PAYS
00580101	41660	PARK AVE	BAY FIBER STUDIOS	REFUSE	OFFICE	S2	T02
005840	41675	PARK AVE	THE GOOD EARTH NATURAL FOODS	REFUSE	MIXED	2	T02
005840	41675	PARK AVE	THE GOOD EARTH NATURAL FOODS	RECYC	CARD	4	R04
EXEMPT	41675	PARK AVE	MUNICIPAL PARKING LOT	RECYC	COMINGLED	2 TOTERS	E02
005920	21580	PEABODY ST	ST. MARY'S COUNTY HEALTH DEPT	RECYC	CARD	8	TOWN PAYS
005925	21585	PEABODY ST	ST. MARY'S NURSING CENTER	REFUSE	OFFICE	6	T18
005925	21585	PEABODY ST	ST. MARY'S NURSING CENTER	REFUSE	MIXED	8(3)	T72
006299	25355	POINT LOOKOUT RD	BIRDIES CONVENIENCE STORE	RECYC	CARD	8	R16
006299	25355	POINT LOOKOUT RD	BIRDIES CONVENIENCE STORE	REFUSE	RETAIL	S13	T24
00629501	25367	POINT LOOKOUT RD	CARMELA BOYD	REFUSE	CARD	S24	T24
006010	25390	POINT LOOKOUT RD	FRANK COMBS APARTMENTS	REFUSE	OFFICE	2	T02
006275	25395	POINT LOOKOUT RD	SHORE UNITED	REFUSE	RESID	TOTER(3)	T02
006271	25405	POINT LOOKOUT RD	CHELDINE'S AUTO	RECYC	COMINGLED	TOTER(1)	E01
006016	25450	POINT LOOKOUT RD	BRETTON PROFESSIONAL BLDG - MJ LUXE	REFUSE	OFFICE	4	T04
006022	25460	POINT LOOKOUT RD	LEDO PIZZA	REFUSE	RETAIL	4	T04
006031	25470	POINT LOOKOUT RD	BRETTON MARKETPLACE	REFUSE	MIXED	2	T04
006031	25470	POINT LOOKOUT RD	BRETTON MARKETPLACE	REFUSE	FOOD	8	F16
006032	25480	POINT LOOKOUT RD	BRETTON CONDOS #1	REFUSE	FOOD	S14	F28
006033	25482	POINT LOOKOUT RD	BRETTON CONDOS #2	REFUSE	MIXED	S14	T12
006034	25484	POINT LOOKOUT RD	BRETTON CONDOS #3	REFUSE	FOOD	S14	R26
006040	25500	POINT LOOKOUT RD	ST. MARY'S HOSPITAL	REFUSE	OFFICE	S14	T02
006221	25525	POINT LOOKOUT RD	HENRY CAMIONI	REFUSE	OFFICE	S14	T02
006055	25550	POINT LOOKOUT RD	FIRST SAINTS CHURCH	REFUSE	OFFICE	S14	T02
006055	25550	POINT LOOKOUT RD	FIRST SAINTS CHURCH	REFUSE	MIXED	4	COM
006066	25775	POINT LOOKOUT RD	JOE STONE INSURANCE	REFUSE	COMINGLED	TOTERS(7)	T07
006160	25788	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	REFUSE	OFFICE	4	T04
006160	25785	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	REFUSE	OFFICE	2	T04
006160	25785	POINT LOOKOUT RD	GUY DISTRIBUTING CO.	REFUSE	WHOLESALE	4	T08
006156	25805	POINT LOOKOUT RD	W.M. DAVIS	RECYC	CARD	8	R08
006156	25805	POINT LOOKOUT RD	W.M. DAVIS	REFUSE	MIXED	S19	F08/T02
006140	25895	POINT LOOKOUT RD	PNC BANK	RECYC	CARD	S22	R011
00613601	25965	POINT LOOKOUT RD	LEONARDTOWN SUNOCO STATION	REFUSE	OFFICE	2	T02
00613301	25995	POINT LOOKOUT RD	VINTAGE VALUES	REFUSE	RETAIL	2	T02
00612701	26005	POINT LOOKOUT RD	NOLIS	REFUSE	RETAIL	8	T48
006127	26011	POINT LOOKOUT RD	HALLS HVAC/MILEY CREEK	REFUSE	FOOD	4	F08
006115	26055	POINT LOOKOUT RD	TACO BELL STORE #20819	REFUSE	RETAIL	8	T08
006115	26055	POINT LOOKOUT RD	TACO BELL STORE #20819	REFUSE	FOOD	6	F12
006115	26055	POINT LOOKOUT RD	LEONARDTOWN DASH INN	RECYC	CARD	6	R06
006110	26085	POINT LOOKOUT RD	CUTTING EDGE SALON	REFUSE	RETAIL	8	T24
006300	22725	POPE ST	THOMAS CHANG APTS	REFUSE	RETAIL	TOTER(1)	T02
006840	41655	SHADRICK ST	SARAH'S BEAUTY BOUTIQUE	REFUSE	RESID	4	T08
EXEMPT	41680	TUDOR HALL RD	ST. MARY'S HISTORICAL SOCIETY	REFUSE	RETAIL	TOTER(1)	T02
EXEMPT	41681	TUDOR PLACE	ST. MARY'S HISTORICAL SOCIETY	REFUSE	OFFICE	TOTER(1)	EXEMPT
006881	22665	VAN WERT LN	VAN WERT APARTMENTS	REFUSE	COMINGLED	TOTER(1)	EXEMPT
EXEMPT	22620	VAN WERT LN	WASTEWATER TREATMENT PLANT	REFUSE	MIXED	4	T08
				REFUSE	MIXED	4	EXEMPT

007042	22845	WASHINGTON ST	BIKE VAPE SHOP - UNIT D	REFUSE	OFFICE	S21	T02
007020	22845	WASHINGTON ST	REMAX 100	REFUSE	OFFICE	S21	T02
007020	22850	WASHINGTON ST	FATHER ANDREW WHITE SCHOOL	REFUSE	MIXED	S15	T18
007031	22850	WASHINGTON ST	FATHER ANDREW WHITE SCHOOL	RECYC	COMINGLED	2	E02
00726	22865	WASHINGTON ST	WASHINGTON ST APTS	REFUSE	RESID	S7	T08
	22875	WASHINGTON ST	DAIRY QUEEN	REFUSE	FOOD	S12	F24

LEGEND FOR BILLING CODES

S** = CUSTOMERS SHARING CONTAINERS
T = TRASH
F = FOOD(HIGHER RATE PER CUBIC YARD)
R = RECYCLING
COM = COMPACTOR
= EXEMPT ACCOUNTS

* Billed at residential rate

EX: T18 = TRASH 18 YARDS PER WEEK
1 TOTER = 1 YARD

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL
DETAIL OF SHARED CONTAINERS
EXHIBIT #7**

	Billing		Collection	
S1 LEONARDTOWN HOTEL				
J E BELL BLDG (001490)	2	4 YD	M, TH	8
JOHN WEINER BLDG (001485)	4			
DORSEY BLDG (001480)	4	8 YD	M, W, TH, F	32
BECK BLDG (001475)	4			
LOKER BLDG(001470)	4			
PROFFITT BLDG (001465)	4			40
ABELL BLDG (001460)	4			
COURT SQUARE BLDG (006945)	9			
TOWN HALL (EXEMPT)	EXEMPT			
SWEET BAY (00695701)	6			
LEONARDTOWN HOTEL	4			
GUADAGNOLI/APTS (005826)	7			
DRURY BLDG (005830)	8			
	<u>60</u>			
S2				
SOCIAL COFFEE - DUKE'S	6	2 - 6 YD	M, W, , F	36
EBON JACKSON	2			
BENCHMARK (002122)	2			
BENCHMARK APTS (002123)	10			
SCAPE SALON/APTS (002125)	9			
SEYMOUR TOWN APTS (006956)	5			
COMBS BLDG (006960)	3			
ANNMARIE GARDENS/APTS	4			
FIBERWORKS (006972)	2			
BAY FIBER STUIDOS (00580101)	2			
	<u>45</u>			
S3				
ROSA'S CLEANERS (002165)	3			
NORTH END GALLERY (00216001)	3	6 YD	M, F	12
HILES (002156)	-	4 YD	M	4
				<u>16</u>
THE VAULT	4			
OLDE TOWNE INS (006980)	2			
NAZARENE CHURCH (006985)	<u>12</u>			
S4	2			
ESCAPE-2ND VENTURE	2			
SALTED SCOOP/KNEADED	2	4 YD	M, TH	8
HEAVENLY PRESENTS	<u>6</u>			
S5	2			
MEDSTAR - MARCEY HOUSE (00151	2			
ADVANCED LIFE SUPPORT (001505	4	2 YD	TH	2

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL
DETAIL OF SHARED CONTAINERS
EXHIBIT #7**

	Billing	Collection			
S6					
	SUBWAY #1	13			
	SPORT CLIPS	2	2 8YD	M,W, F,	48
	HAPPY DRAGON #3 & 4	13			
	VACANT #5		1- 8 YD	M	8
	VACANT #6				<u>8</u>
	LEONARDTOWN LAUNDROMAT #7	3			56
	CRAB KNOCKERS #8	5			
	CENTRE LIQUORS #9,10&11	2			
	HALLMARK #12 & 13	2			
	LEONARDTOWN CIGARS #14	2			
		<u>42</u>			
S7					
	WASHINGTON ST INVEST-APTS	8			
	WASHINGTONS ST INVEST - TH	8	8 YD	M, TH	16
		<u>16</u>			
S8					
	LUXE NAILS #15	2			
	OPTIMUM VAPOR #16	2	4 YD	M, F	8
	SALON D #17	4			
		<u>8</u>			
S9					
	SMC - OLD JAIL (001405)	3			
	SMC - EOC (001410)	8	6 YD	M, TH	12
		<u>11</u>			
S10					
	VACANT (004965) Old Bernies				
	ADVANCED ORTHOPEDICS(004961)	2	8 YD	W	8
	DAISY NAILS (004958)	2			
		<u>4</u>			
S11					
	CAMALIER HOUSE (007145)	4			
	VANDERWAL BLDG (007136)	2	4 YD	M, TH	8
		<u>6</u>			
S12					
	BIRDIES CONVENIENCE (006299)	8			
	DAIRY QUEEN (007025)	24	8 YD	M, W, F, S	32
		<u>32</u>			
S13					
	BRETON MARKET PLACE (006031)				
	FOOD SERVICE	28	6 YD	M, TH	12
	NON-FOOD SERVICE	12	6 YD	M, TH	12
		<u>40</u>			
			4YD	M, F, S	12
					<u>36</u>

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL
DETAIL OF SHARED CONTAINERS
EXHIBIT #7**

	Billing	Collection			
S14					
	BRETON MKTPLACE #1 (006032)	2			
	BRETON MKTPLACE #2 (006033)	2	4 YD	F	4
	BRETON MKTPLACE #3 (006034)	2			
		<u>6</u>			
S15					
	FR. ANDREW WHITE SCH (007020)	18			
	ST. ALOYSIUS CHURCH (007015)	2	6 YD	M, W, F	18
		<u>20</u>			
S16					
	LEONARD HALL SCH (000300)	8			
	SMC - OLD GARVEY (000305)	3	4 YD	M, F	8
		<u>11</u>			
S17					
	SMC - STORAGE (000315)	18			
	SMC - EQUIP SHELTER (000317)	2	6 YD	M, W, F,	18
		<u>20</u>			
S18					
	SMCPS - MOAKLEY ST (005514)	2			
	SMCPS - MOAKLEY ST (005525)	14	8YD	TH	8
		<u>16</u>			
S19					
	W.M. DAVIS				
	BETTER BLACK COFFEE/BON APPE				
	CYREENE PHARMACY	2			
	DOMINIO'S	8	FOOD 8YD	TH	8
		<u>10</u>			
S20					
	SPICE STUDIO (007096)	2			
	CRAZY FOR EWE (00709601)	2	2YD	M, TH	4
		<u>4</u>			
S21					
	WASHINGTON RETAIL				
	IL POCOLO - 00703801	6	FOOD		
	STATE FARM - 007036	2	6 YD	M, TH	12
	SIP CAFE - 00703805	6			
	VACANT				
	REMAX 100 - 007042	2			
		<u>16</u>			

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE COLLECTION AND DISPOSAL
DETAIL OF SHARED CONTAINERS
EXHIBIT #7**

	Billing	Collection			
S21					
	RECYCLING - CARDBOARD				
	SUBWAY (004910)	2			
	HAPPY DRAGON (004901)	2	8 YD	M	8
	VACANT #5				
	CRABKNOCKERS (004880)	2			
	CENTRE LIQUORS (004875)	4			
		<u>10</u>			
S22					
	RECYCLING - CARDBOARD				
	W.M. DAVIS (006156)				
	BETTER BLACK COFFEE/BON APPE				
	CYRENE PHARMACY	3			
	DOMINIO'S	8	8 YD	TH	8
		<u>11</u>			
S23					
	RECYCLING - CARDBOARD				
	W.M. DAVIS (006031)	26	2 - 8 YD	M, TH	32
S24					
	RECYCLING - CARDBOARD				
	BIRDIES CONVENIENCE (006299)	8			
	DAIRY QUEEN (007025)	16	8 YD	M, TH	24
		<u>24</u>			

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
ESTIMATED QUANTITY OF CONTAINERS**

EXHIBIT #8

	Trash	Cardboard	Commingled Recyclables
2 Yard	23	0	3
4 Yard	40	2	6
6 Yard	32	3	0
8 Yard	59	18	0
30 Yard Open top	2		
95-gallon toter	1614		1614

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL**

**EXISTING “FOOD SERVICE” CUSTOMERS CURRENTLY CHARGED AT A HIGHER
RATE THAN OTHER COMMERCIAL CUSTOMERS DUE TO WEIGHT OF TRASH
DISPOSED**

EXHIBIT #9

		Yards per week
Papa John’s	40845 Merchants Lane	6
Hong Kong Buffet	40845 Merchants Lane	12
Subway	40955 Merchants Lane	13
Happy Dragon	40955 Merchants Lane	13
Dairy Queen	2875 Washington St	24
Food Lion	40955 Merchants Lane	64
Taco Bell	26055 Point Lookout Road	12
Ledo Pizza	25460 Point Lookout Road	16
Breton Marketplace	25470 Point Lookout Road	28
Il Piccolo Morso	22845 Washington St	6
Dunkin Donut	22841 Washington St	24
Noil’s	26005 Pt. Lookout Rd	8
Dominio’s	25805 Pt. Lookout Rd	8

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
OUTSIDE OF CONTRACT**

EXHIBIT #10

McDonald's

Arby's

CVS

Flooring Max

Wendy's

Meadows Farms Nursery

Joseph D. Carter Office Building

Maryland State Police Barracks

Parran Flooring

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
CURRENT CONTRACT PRICES**

EXHIBIT #11

Residential Trash & Recycling	\$29.35 per month
Commercial Non-Food Service	\$5.97 per yard
Commercial Food Service	\$8.90 per yard
Cardboard Recycling	3.61 per yard
Commercial Comingled Recycling	
Toter per pick	\$9.00 per toter
Front or Rear Load Can	
2 yd	\$25.00 per pick up
3 yd	\$30.99 per pick up
4 yd	\$34.00 per pick up
6 yd	\$37.00 per pick up
8 yd	\$41.57 per pick up
Compactor Rental	
34 yd	\$525.00 per month
Break away	\$404.52 per month
Open Top	
20 yd	\$75.00 per month
30 yd	\$75.00 per month
Pull Charge	\$255.00 per pull
Emergency Pickups	
Commercial Non-food Service	\$6.82 per yard
Commercial Food	\$8.81 per yard
Commercial Recycling	\$5.39 per yard
Non-Scheduled Bulk	Call for rates
Locking Mechanism	\$45.55 per mechanism
Special Event Trash Toter	\$17.33 per toter
Special Event Recycle Toter	\$11.55 per toter
Special Event Deliver Minimum	\$156.02 per event
Extra Toter – One Time Charge	\$75.00 per toter

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL**

LIST OF BID FORMS

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**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
COVER SHEET**

BID FORM #1

Contractor's Name _____

Mailing Address _____

Physical Address, if different _____

Bid Contact

Name _____

Phone _____

Fax _____

Email _____

The undersigned has caused this bid, including all required elements, to be executed as of the date indicated below, and hereby agrees to provide services necessary for compliance with these specifications and agrees to provide these for the sums indicated on Bid Form #7.

Signature _____

Bidder

Title _____

Date _____

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
ADDENDUM CERTIFICATION**

BID FORM #2

The undersigned acknowledges that he/she received the following Addendum to the Invitation for Bids for the above identified project and that this bid was prepared in accordance with said Addendum.

Addendum Number:

Date of Addendum:

1 _____
2 _____
3 _____
4 _____

Bidder

Address

Signature Date

Phone Number

Fax Number

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
CORPORATE ENTITY DISCLOSURE**

BID FORM #3

The names and addresses of all members of a partnership, or the names, addresses and titles of every officer of a corporation, as the case may be, must be given here by the member of the partnership, or by the officer or agent of the corporation who signs the bid.

Name	Address	Title

The names, addresses, and telephone number of persons who will manage and supervise the performance of the contract such as the contract manager, operations supervisor, etc.

Name	Address	Title

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
NOTARIZED NON-COLLUSION OATH**

BID FORM #4

COUNTY OF _____

STATE OF _____

Before me, the undersigned, a Notary Public, in and for the County and State aforesaid, personally appeared _____ and made oath in due form of law that the Bidder herein, his agents, servants and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Bidder, or themselves, to obtain or provide information that would give any Bidder an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Bidder, or themselves, to gain favoritism for any bidder in the award of this contract.

Notary Public:

Seal

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
STATEMENT OF QUALIFICATIONS**

BID FORM #5

Number of years engaged in the types of services required by this contract under your present firm or trade name. _____

Current number of employees _____

Will additional employees need to be hired to fulfill this contract? _____

If yes, please explain and include the estimated the time it will take to hire and train employees. This information is critical to a successful transition if the current contractor is not the successful bidder. Y/N

Itemized list of bidder's equipment that will be used to fulfill this contract. Bidder shall specify whether equipment is currently owned, leased or will be purchased. This should include vehicles, commercial service containers, and toters. If requested, bidder shall provide written confirmation that equipment suppliers will be able to meet new equipment needs in a timely manner. **This list shall also include extra service vehicles that can be placed into service immediately if one of the normal service vehicles cannot complete its route.** Use a second sheet if necessary.

Describe in detail	Owned/leased/to purchase
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Provide three references of clients for which you have or continue to provide services similar to this contract.

Agency	Contact	Phone
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**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
FACILITIES DISCLOSURE**

BID FORM #6

Name, address, and telephone number of the facility(s) that will be used to store, process or dispose of solid waste and the facility(s) that will receive the recyclables collected in Town.

Solid waste

1) _____

2) _____

Comingled Recyclables

1) _____

2) _____

Cardboard

1) _____

2) _____

**THE COMMISSIONERS OF LEONARDTOWN
MUNICIPAL SOLID WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
CONTRACTOR'S BID**

BID FORM #7

			per	
1	Residential Trash (twice per week)			_____ month
1 alt	Alternate - Residential Trash (once per week)			_____ month
2	Residential Recycling (once per week)			_____ month
	Commercial			
3	Non-Food			_____ yard
4	Food Service			_____ yard
5	Cardboard Recycling			_____ yard
	Comingled recycling			
6a	Toter per pickup			_____ pickup
	Front or rear load can			
6b	2 yd	per pick up		_____ pickup
6c	3 yd	per pick up		_____ pickup
6d	4 yd	per pick up		_____ pickup
	6 yd	per pick ip		_____ pickup
	8 yd	per pick up		_____ pickup
	Compactor Rental			
7a	40 yard			_____ month
7b	Break-away			_____ month
	Open top Rental			
8a	20 yard			_____ month
8b	30 yard			_____ month
9	Pull charge			_____ pull
	Non-scheduled bulk			
10	per yard			_____ yard
	Special services			
11	per hour			_____ hour
	Emergency pricing			
12	Non-food service			_____ yard
13	Food service			_____ yard
14	Cardboard recycling			_____ yard
15	Locking mechanism for front or rear load can			_____ lock
16	Special event trash toter for paid events	per toter		_____ toter
17	Special event recycle toter for paid events	per toter		_____ toter
18	Special event delivery fee for paid events	delivery minimum		_____

Signature _____
Bidder

Date _____