

# **SPECIFICATIONS**

## **1.0 GENERAL DESCRIPTION**

The purpose of this bid is to establish a contract for the prompt removal and sanitary disposal of deer carcasses from all county and municipal roadways and rights of way within the County of Union.

Service shall be provided ONLY upon the request of authorized officials of the County of Union or municipalities within the County of Union. The County shall not be liable for payment for the removal of a carcass requested by a member of the general public, or anyone else other than an authorized official of a governmental entity.

## **2.0 PERIOD OF CONTRACT**

- 2.1 The term of the contract will be for twenty-four (24) consecutive months, upon the execution of the contract.
- 2.2 There will be a provision for a twenty-four (24) month extension option.

## **3.0 GENERAL SPECIFICATIONS**

- 3.1 The services included under this contract will include the removal of deer carcasses from the roadway pavement and adjoining turf medians and shoulder areas within the public right-of-way of county and municipal roads within the County of Union. Additionally, this contract will include the removal of deer carcasses from parkland and other land owned by the County of Union.
- 3.2 The contractor shall be on call six (6) days each week (Monday through Saturday).
- 3.3 Carcasses are to be removed within 36 hours of the time at which the carcass is reported to the contractor's office, unless such report is made on Sunday.
- 3.4 All work of this contract shall be completed during daylight hours.
- 3.5 Due to personal and public liability, the contractor shall not remove deer carcasses from any area deemed to be private property. Any deer carcasses found on private property can be removed by the contractor only if the carcass is moved by the homeowner or municipal forces to the nearest roadway.
- 3.6 No limited service arrangement shall be made between the contractor and a municipal governing body for special disposal services without prior notification and approval of the Director of the Union County Department of Parks and Recreation.
- 3.7 All carcasses shall be immediately taken to a facility at which they can be lawfully disposed of, adaptively reused or recycled.

- 3.8 The contractor shall comply with any and all disposal regulations in effect during the term of this contract.
- 3.9 All licensing and permits are the responsibility of the contractor. No additional compensation will be made for failure to obtain required permits.
- 3.10 All questions or concerns regarding the conduct of this contractor or payment for services are to be directed by the contractor to the administrator of this contract for the County of Union. The administrator is Daniel J. Bernier, Director, Division of Park Planning/Environmental Services, 2325 South Avenue, Scotch Plains, NJ, 07076, work (908) 789-3682, FAX (908) 789-3674, or cell (908) 451-1948.

#### **4.0 COMMUNICATIONS**

- 4.1 The preferred method of communicating a removal request will be by facsimile (fax) machine.
- 4.2 The contractor will provide a FAX number to which using agencies may communicate service requests, 24 hours/day, 7 days/week.
- 4.3 Requests will be made on a standard form, which will be distributed by the County to all of its agencies or offices that are likely to make requests, as well as to all of its municipalities.
- 4.4 The contractor will provide the County of Union with a phone number for its office, which number will be maintained for the duration of the contract.
- 4.5 Each service vehicle utilized by the contractor will be equipped with a cellular phone or other means by which the contractor's office can communicate new requests to its personnel.

#### **5.0 EQUIPMENT AND SAFETY**

- 5.1 The contractor will be responsible for providing the adequate personnel, equipment and vehicles necessary to perform the services specified within this contract in a timely and safe manner.
- 5.2 Many roadways in Union County handle large volumes of traffic. Maintenance and protection of the traffic flow is of prime importance. The contractor must carry out his/her work in support of the convenient and safe passage of traffic. When this cannot be accomplished, the contractor shall seek the assistance of local police.
- 5.3 The contractor shall utilize service vehicles that are equipped with a flashing light bar, a flashing directional arrow device or other appropriate safety equipment to provide for the safety of the contractor's service personnel and the motoring public:
- 5.4 The contractor's personnel shall wear reflective safety vests when working at a carcass removal site.

## **6.0 PAYMENT TO VENDOR**

- 6.1 The County of Union will issue a purchase order to the successful contractor, The contractor will sign and return to the County the Claimant's Certification on the voucher portion of the purchase order.
- 6.2 The contractor shall provide an invoice monthly to the County of Union, which will be mailed to the Union County Department of Parks and Recreation, 2325 South Avenue, Scotch Plains, NJ, 07076. The invoice shall detail the number of deer carcasses that were successfully located, removed and properly disposed of, as well as the number of deer carcasses that were reported but which could not be found by the contractor's service personnel.
- 6.3 The contractor shall attach to the invoice a copy of the service request form for each deer carcass that was reported in that billing month. The service request form shall be marked to indicate if the carcass was found or not found.
- 6.4 If the contractor receives multiple requests for pickup of a particular deer carcass, either the contractor's office personnel or his field service personnel shall mark the extra requests as "Duplicate" to preclude billing twice for the same pickup.

Any questions regarding the bid can be emailed to [ucbids@ucnj.org](mailto:ucbids@ucnj.org) or faxed to the Division of Purchasing, clearly marked with the BID # and BID NAME, at (908) 558-2548. If necessary, the Purchasing Director will then issue a clarification.

PLEASE NOTE THAT THE ENSUING CONTRACT IS INTENDED TO BE FOR AN OPEN END CONTRACT AS ALLOWED UNDER N.J.A.C. 5:30 ET. SEQ. AND, IN ACCORDANCE WITH THE RULES, THE MINIMUM NUMBER SET ON THE BID SHALL BE ZERO (0) AND MAXIMUM SHALL BE THE QUANTITY OF PICK-UPS ESTIMATED FOR EACH CATEGORY.