RICHLAND COUNTY COMMUNITY UNIT NO. 1

1100 EAST LAUREL STREET - OLNEY, ILLINOIS 62450

P/618-395-2324 - F/618-392-4147

Trash Removal Services

Request for Proposals

REQUEST FOR PROPOSALS FOR TRASH SERVICES

The Board of Education of Richland County Community Unit No. 1, Counties of Richland, Wayne, Clay, Lawrence, and Jasper, Illinois, is seeking bids for Trash Removal Services. Bid specifications can be acquired through the school district office located at 1100 East Laurel Street , or the district website www.rccu1.net. It is the intent of the school district that the term of the proposed trash removal services commence on **July 1, 2026** and terminate no sooner than **June 30, 2027**. Sealed bids should be delivered to the attention of:

Mr. Rylan Rusk,
Assistant Superintendent of Business
Richland County Community Unit School District #1
1100 E. Laurel Street
Olney, IL 62450

on or before **12:00 p.m. Friday May 15th 2026**.

Sealed bids may be mailed or hand delivered. Faxed and/or electronic bids will not be accepted. Qualified bids received by the deadline listed above will be opened and publicly read and announced at the school district office at **12:00 p.m., Friday May 15th 2026**.

The Board of Education reserves the right to accept or reject any or all bids.

BIDDER QUESTIONS

All questions regarding these bid specifications should be directed to:

Mr. Rylan Rusk,
Assistant Superintendent of Business
Richland County Community Unit School District #1
1100 E. Laurel Street
Olney, IL 62450
618-395-2324
rrusk@rccu1.net

BID SUBMISSION

Sealed proposals clearly marked “Trash Services Bid” shall be hand delivered or be placed in the U.S. Mail and addressed to:

Mr. Rylan Rusk,
Assistant Superintendent of Business
Richland County Community Unit School District #1
1100 E. Laurel Street
Olney, IL 62450

All such bid proposals, whether mailed or hand delivered, must be received no later than **12:00 p.m., Friday May 15th 2026**. Any bids received after the date/time listed above will not be considered. Faxed or emailed bids will not be accepted. It shall be the responsibility of each bidder to ensure that his/her bid is timely and properly delivered. Each bid proposal must be submitted on the additional bid form (Appendix A: Bid Form) provided with these specifications and must be contained in a sealed envelope, which shall be endorsed on the outside thereof with the following information:

- Trash Services Bid
- Name and address of bidder

All bids shall be deemed final, conclusive and irrevocable for ninety (90) days from opening, and no bid shall be subject to correction or amendment for any error or miscalculation. The bid specifications, instructions, and any other associated written direction from the school district are mandatory and shall be integrated into, shall be part of and necessary to, any contract that may be awarded to the low bidder (if the Board of Education decides, in its sole and exclusive discretion, to contract). Any bidder who supplies false or misleading information in response thereto may, at the Board's sole and exclusive discretion, have its bid rejected; or, if a contract is awarded to such a bidder, the contract may, at the Board's sole and exclusive discretion, be declared null and void.

BID AWARD

The school district is expected to consider submitted bids at its regular Board of Education meeting on **May 21, 2026** at 6:00 p.m., or as soon thereafter as the Board is able to consider the matter. The school district reserves the right to reject any and all bids. The contract will be awarded, if at all, to the lowest responsible bidder meeting the bid specifications as determined by the school district.

BID SPECIFICATIONS

1. TERM: It is the intent of the school district that the term of a proposed contract between the successful bidder (hereinafter "Contractor") and the district shall commence on **July 1, 2026**, and end **June 30, 2027**. **Multi year bids are welcome at increments of 2, 3, and 5 years.**

2. SCOPE OF WORK: Contractor shall, during the period hereinafter set forth, deliver, provide and maintain the required amount of trash services for 8 location pickups. Additional containers will be required on occasion. The contractor is to include a description of its recycling services and costs for such on a separate sheet with bid submission. The Contractor understands and agrees to disclose all costs, including but not limited, to fuel surcharges, additional fees for extra trash removals during weekend events, service change order fees in the bid.

a. The District, on average, requires a full schedule of service for 10 months of the year. The District may request a reduction or "on call" schedule of service during various times of the year. These include Winter Break, Spring Break, and Summer Break.

b. At all times the vendor shall observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may affect the performance of the contract.

c. All excess refuse and recyclable items left outside of the container will be picked up. District employees will not be responsible for any separation of combustible or non-combustible.
d. Payment for this work will be made monthly for all locations.

3. INSPECTION OF WORK SITE: Before submitting a bid, each contractor shall inspect the site of the proposed work to arrive at a clear understanding of the conditions under which the work is to be done.

4. SCHEDULE: Pickups should avoid schools during normal high traffic times usually between 7 a.m. to 8:30 a.m. and 2:00 p.m. to 3:30 p.m. Contractor to review pickup times with the district before commencement of contract.

5. OPERATIONS PERSONNEL: Contractor shall be responsible for making sure no prohibited person shall be on school grounds at any time. “Prohibited person” includes, but is not limited to, persons prohibited by school officials from presence on school grounds and convicted sex offenders.

6. SERVICE INTERRUPTION: Failure to perform the contract according to specifications shall be considered as a breach of contract which shall entitle the school district to cancel the contract and procure services from any other source on an emergency basis until a new bid may be let.

7. CERTIFICATION: Certification must be made that the contract/vendor is not barred from bidding on the Contract as a result of a conviction for either bid-rigging or bid rotating under Article 33 E of the Criminal Code of 1961. Certification is to be made by signature of person(s) legally authorized to perform such function in the appropriate place in Exhibit “B” of the bid documents. Additional certifications are in Exhibits “C & D”

8. DURATION: This agreement shall be effective on, or about, **July 1, 2026** and shall continue in force and effect until the end of the accepted contract period, on or about **June 30, 2027**, unless terminated as herein provided. If Contractor fails to perform its obligations as required hereunder and in accordance with these specifications, the school district may, at its option, terminate this contract at the end of any school year by serving upon Contractor written notice of its election to so terminate the contract, which notice shall be served not less than thirty (30) days prior to expiration of the school year during which the notice is served. The failure of the school district to exercise its option during any one school year shall not constitute a waiver of its rights to exercise its option in any subsequent school year.

9. COMPENSATION: All charges for trash services are to be billed on a monthly basis. Payment for these charges will be issued, after approval of the Board of Education. Monthly charges will be itemized. Bidders are to complete the attached Bid Form.

10. TAXES: Contractor shall not charge, invoice, or otherwise recoup taxes to which school districts are not subject. Bid price shall be inclusive of any and all fees, charges, and expenses.

11. SUBCONTRACTING: Contractor shall not assign or otherwise subcontract this contract without the written consent of the school district. In no case shall the school district consent, if given, relieve Contractor from its obligations or change the terms of the contract.

12. AGREEMENT GOVERNED BY ILLINOIS LAW: The final trash removal contract contemplated herein shall be executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect.

13. SURVIVAL OF CONTRACT: The final trash removal contract contemplated herein shall be binding upon the parties thereto, their successors and assigns.

14. SAVINGS CLAUSE: If any portion of the final trash removal contract contemplated herein is deemed to be illegal or unenforceable, the remainder thereof shall remain in full force and effect.

APPENDIX A

Trash Removal Services

Bid Form

_____ _____

Company or Firm Authorized Representative/Title

_____ _____

Address City, State, Zip Code

_____

Telephone Number

TRASH REMOVAL AND PICK-UP SCHEDULE

(August-May Regular)

(June-July Summer)

	Location	**Address**	**Dumpster Size, QTY, & Frequency (regular & summer)**	**Rate**
1.	Richland County High School (Athletic & Shop)	1200 E. Laurel Street	8 yd (5x per week) Reg. 8 yd (1x per week) Sum.	
2.	Richland County High School (Main)	1200 E. Laurel Street	8 yd (5x per week) Reg. 8 yd (1x per week) Sum.	
4.	Richland County Middle School	1099 N. Van Street	6 yd (5x per week) Reg. 6 yd (1x per week) Sum.	
5.	Richland County Elementary School	1001 N. Holly Road	(2) 8yd (5x per week) Reg. (2) 8yd (1x per week) Sum.	
6.	Richland County Early Learning Center	2107 E. Hall Street	4 yd (2x per week) Reg. 4 yd (1x per week) Sum.	
7.	Richland County CUSD Bus Garage	2413 E. Main Street	4 yd (1x per week) Reg. 4 yd (1x per week) Sum.	
8.	Richland County CUSD Maintenance	1126 E. Butler Street	6 yd (3x per week) Reg. 6 yd (3x per week) Sum.	

Exhibit B

Trash Removal Services

Richland County Community Unit School District #1

1. The Richland County Community Unit School District #1, reserves the right to reject any or all bids to waive any informality in bidding.

2. Having carefully examined all bid documents, as well as the proposed program, the undersigned hereby proposes to furnish all services set forth by the Specifications, Notice to Bidders, General Conditions, and Form of Proposal herein referred to and described.

3. By entering into this Agreement, Contractor/Vendor certifies and warranted to the Board of Education that it is not barred from entering into this Agreement for any reason whatsoever, including, but not limited to, a violation of Section 33E-3 (Bid Rigging) or Section 33E-4 (Bid Rotating) of the Illinois Criminal Code of 1961. The Board reserves the right to declare the contract void if this certification is false.

4. The Contractor/Vendor certifies that the Contractor/Vendor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4). 5. The Contractor/Vendor acknowledges receipt of all addendum(s) issued, if applicable_____

COMPANY NAME _____

SIGNATURE OF BIDDER _____

BIDDER PRINT NAME _____

TITLE _____

EMAIL ADDRESS _____

CITY STATE ZIP _____

Exhibit C
Trash Removal Services
Richland County Community Unit School District #1
CONTRACTOR QUESTIONNAIRE

Pursuant to 105 ILCS 5/10-17 all school districts in the State of Illinois are required to annually report the number and value of contracts awarded to minority owned businesses, woman owned businesses, and businesses owned by persons with disabilities as defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act; veteran owned businesses, and locally owned businesses for contracts over $25,000. In order to comply with this requirement, contractors must complete the following questionnaire and return it with their bid responses.

Guidance issued by the Illinois State Board of Education requires that we inquire whether your company is certified as a minority, woman, disabled person, or veteran owned business by a certifying agency (e.g., Chicago Transit Authority – Cook County – Illinois Department of Transportation – Metropolitan Transit Authority Metropolitan Water Reclamation District – U.S. Small Business Administration – State of Illinois) or that it would be eligible for certification if an application were made. The Guidance includes the definitions set forth below.

Definition of Ownership: “Minority owned business, woman owned business, business owned by a person with a disability, and veteran owned business” means a business concern which is at least 51% owned by one or more minority persons, women, persons with a disability, or veterans; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons, women, persons with a disability, or veterans, and the management and daily business operations of which are controlled by one or more of the minority, women, persons with a disability, or veterans who own it. (30 ILCS 575/2)

Is Your Company a Minority Owned Business? YES _____ NO _____ “Minority person” shall mean a person who is a citizen or lawful permanent resident of the United States and who is: (a) African American – a person having origins in any of the black racial groups in Africa; or (b) Hispanic - a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race; or(c) Asian American - a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or (d) Native American or Alaskan Native – a person having origins in any of the original peoples of North America. (30 ILCS 575/2)

Is Your Company a Woman Owned Business? YES _____ NO _____ “Woman” shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender. (30 ILCS575/2). Your business must also be at least 51% unconditionally and directly owned by women who are U.S. citizens. The woman or women must manage daily operations, make long-term decisions and hold the highest officer positions available. They must also work at the business full-time during normal working hours, although there is no minimum amount of time for the business to be considered operational. Community Consolidated

Is Your Company a Business Owned By Persons with Disabilities? YES _____ NO _____ “Person with a disability” means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled, where “Disabled” means a severe physical or mental disability that: (a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, mental retardation, mental illness, multiple sclerosis, muscular

dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, specific learning disabilities, or end stage renal failure disease; and (b) substantially limits one or more of the person's major life activities. Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in this definition. (30 ILCS 575/2).

Is Your Company a Veteran Owned Business? YES _____ NO _____ “Veteran owned” means a business that is at least 51% owned by a veteran or veterans who are U.S. citizens and who control and operate the business

Is Your Company a Locally Owned Business YES _____ NO _____ as it relates to this School District? For purposes of this questionnaire, “Locally Owned” means that the registered address or principal place of business of the company is located within the boundaries of the school district. For a corporation, LLC, LP, LLP, or LLLP, the registered address is the address for business on file with the Illinois Secretary of State. For all other business entities, the principal place of business is where the books and records of the business are kept and/or the management of the business works.

Exhibit D
Trash Removal Services
Richland County Community Unit School District #1
NON-COLLUSION AFFIDAVIT

STATE OF ILLINOIS, RICHLAND COUNTY

The undersigned Vendor or agent, being duly sworn, on oath says that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the price to be quoted by anyone at such letting, nor to prevent any person from providing a quote nor to induce anyone to refrain from quoting, and that this proposal is made without reference to any other quote and without any agreement, understanding or combination with any other person in reference to such quote.

He/she further says that no person or persons, firms or corporation(s) has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

_____
Vendor or Agent

FOR _____
Firm or Corporation

Subscribed and sworn to before me this _____ day of _____, 2026.

My commission expires: _____

_____
Notary Public

CERTIFICATION

The Vendor hereby certifies that the Vendor is not barred from quoting on this contract as a result of a violation of either the bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

_____
Signature