



HOUSING AUTHORITY OF BOWLING GREEN

247 Double Springs Rd.
Bowling Green, KY 42101

RFP: 2026-RFP-SAN-006 - Sanitation Services - Housing Authority Properties

Housing Authority Properties, Bowling Green, KY

Five 8-Yard Dumpsters, 536 Residential 96-Gallon Carts, Elderly/Disabled Pickups, and Maintenance Disposal Site Access

Posting Date: May 26, 2026

Bid Due: June 17, 2026 at 9:00 AM Central Time

1. Project Overview

The Housing Authority of Bowling Green (HABG) is soliciting sealed bids from qualified sanitation contractors for garbage/refuse pickup services at HABG properties. The bid shall include five (5) 8-yard dumpsters, five hundred thirty-six (536) residential 96-gallon carts, elderly/disabled trash pick-up addresses listed in Appendix D, and maintenance department disposal site access as described below.

This RFP includes the Elderly & Disabled Trash Pick-Up Address List in Appendix D. Bidders shall include service capacity and pricing for the listed addresses as part of the total bid price.

Maintenance Department Disposal Site: Contractor shall provide or make available a disposal/drop site within five (5) miles of HABG's office at 247 Double Springs Road, Bowling Green, KY, for HABG maintenance staff to dump approximately two (2) loads per day of household trash, furniture, and common junk. HABG averages approximately eight (8) tons per month. This service shall be included in the total bid price.

This solicitation is separate from 2026-RFP-FW/SAN-007 - Sanitation Services - Fort Webb Properties. Bidders may submit for one or both solicitations, but each bid must be submitted separately and clearly marked with the correct RFP number.

2. Scope of Work

- Provide scheduled garbage/refuse pickup for HABG properties, including five (5) 8-yard dumpsters and five hundred thirty-six (536) residential 96-gallon carts.
- Provide elderly/disabled trash pickup service for the addresses listed in Appendix D, as directed by HABG, with pricing included in the total bid.
- Furnish all labor, trucks, equipment, dumpsters, residential carts, transportation, disposal, and supervision necessary to provide complete sanitation service.
- Provide HABG maintenance staff access to a disposal/drop site within five (5) miles of 247 Double Springs Road for approximately two (2) loads per day of household trash, furniture, and common junk, averaging approximately eight (8) tons per month. This disposal site access must be included in the total bid price.
- Transport and dispose of collected waste at properly licensed and approved disposal facilities.
- Clean up spills or loose debris caused by collection activity before leaving each site.
- Coordinate service times and holiday schedules with HABG to reduce disruption to residents and staff.
- Field verify container locations, container sizes, access conditions, and pickup frequency prior to submitting a bid.



Equal Housing Opportunity Provider

3. Service Specifications

- Contractor shall provide and service five (5) 8-yard dumpsters and five hundred thirty-six (536) residential 96-gallon carts. Containers shall be in good working condition with functional lids, doors, wheels, and safety features where applicable.
- Contractor shall keep containers upright, accessible, and reasonably clean.
- Missed pickups shall be corrected within 24 hours after notice from HABG unless otherwise approved.
- Elderly/disabled pickup addresses shall be serviced in accordance with the schedule approved by HABG. HABG may update the address list during the contract term by written notice.
- Contractor shall provide a contact person for service issues, missed pickups, billing questions, and emergency coordination.
- All work shall comply with applicable federal, state, and local laws, ordinances, permits, and disposal requirements.

4. Contract Term

Initial term: One (1) year from the date established in the final contract or notice to proceed.

Renewal: HABG may approve up to two (2) additional one-year extensions by mutual written agreement of HABG and the contractor.

Pricing shall remain firm during the initial contract term unless otherwise approved in writing by HABG. Renewal pricing shall be subject to mutual written agreement before each extension period.

5. Bid Submission Instructions

Submit sealed bids in person or by mail to the Housing Authority of Bowling Green, 247 Double Springs Rd., Bowling Green, KY 42101.

Bids may also be submitted by email to jchristian@habg.org. Email subject line must state:

Sealed Bid - 2026-RFP-SAN-006 - Sanitation Services - Housing Authority Properties

Bidder shall include the completed Bid Form, Bidder Information Form, references, and any required certifications or insurance information.

Bids must be received by **June 17, 2026 at 9:00 AM Central Time**. Late bids may be rejected.

6. Evaluation Criteria

Cost, experience, compliance with service requirements, ability to service the identified properties, references, and responsiveness of the bid.

7. Insurance Requirements

General Liability, Workers Compensation, and Automobile Liability Insurance are required. The Housing Authority of Bowling Green shall be listed as Certificate Holder prior to contract execution.



8. Bid Form

Item	Price
Base Monthly Sanitation Service - Housing Authority Properties (includes five 8-yard dumpsters and 536 residential 96-gallon carts)	
Elderly/Disabled Trash Pick-Up Service (Appendix D) - included in total bid	
Maintenance Disposal Site Access within five (5) miles of 247 Double Springs Rd. (approx. 2 loads/day; 8 tons/month) - included in total bid	
Total Annual Price - all required 2026-RFP-SAN-006 services	
Additional Pickup / Haul (\$/EA)	
Additional 8-Yard Dumpster Rental or Service Change (\$/Month/EA)	
Additional 96-Gallon Cart Rental or Service Change (\$/Month/EA)	
Container Delivery, Exchange, or Removal (\$/EA)	
Other Approved Charges / Fees (describe)	

Company: _____

Authorized Representative: _____

Signature _____ Date: _____

Proposed Maintenance Disposal Site Address:



APPENDIX A - SANITATION SERVICE STANDARDS & TECHNICAL REQUIREMENTS

1. GENERAL REQUIREMENTS

Contractor shall provide complete, dependable, and professional sanitation service for the properties identified in this RFP.

2. FIELD VERIFICATION

Contractor shall inspect and verify all locations, access points, container requirements, and service needs before bidding. No additional compensation will be provided for conditions that could have been reasonably identified during field verification.

3. CONTAINERS

Contractor shall provide and service five (5) 8-yard dumpsters and five hundred thirty-six (536) residential 96-gallon carts. Containers shall be properly sized for the service location and expected volume. Containers must be maintained in safe and usable condition. Damaged containers shall be repaired or replaced promptly when reported by HABG.

4. COLLECTION REQUIREMENTS

Contractor shall collect refuse on the approved schedule. Contractor shall not block drives, parking areas, fire lanes, mailboxes, sidewalks, or building entrances except as necessary for active collection. Contractor shall also include maintenance disposal site access in the total bid price as described in this RFP.

Maintenance disposal site access shall be available to HABG maintenance staff for household trash, furniture, and common junk. The proposed site must be within five (5) miles of 247 Double Springs Road, Bowling Green, KY, and the bidder shall identify the site location in the bid submission.

5. CLEANLINESS

Loose trash, spills, or debris caused by collection shall be cleaned up by the contractor before leaving the site. Containers shall be returned to their designated locations after service.

6. MISSED PICKUPS

Missed pickups shall be corrected within 24 hours after HABG gives notice unless HABG approves a different timeframe. Repeated missed pickups or unresolved service issues may be considered failure to perform.

7. SAFETY AND PROPERTY PROTECTION

Drivers shall operate vehicles safely on HABG property and shall use care around residents, children, parked vehicles, buildings, utility poles, gates, curbs, and landscaping. Contractor is responsible for damage caused by its employees, vehicles, equipment, containers, or subcontractors.

8. COMMUNICATION

Contractor shall provide HABG with a primary contact name, phone number, and email address. Contractor shall respond promptly to service complaints, billing questions, and coordination requests.

9. BILLING

Invoices shall clearly identify service period, service locations, base monthly charge, approved additional pickups, and any other approved charges. Charges not shown on the bid form or not approved by HABG may be rejected.

10. PERFORMANCE AND TERMINATION

HABG may require written corrective action for poor service, repeated missed pickups, safety concerns, damage, or billing issues. Continued failure to perform may be grounds for termination in accordance with the contract.



APPENDIX B - HUD FORMS & FEDERAL REQUIREMENTS

This is intended to be a service/non-construction procurement. The following HUD forms and federal requirements may be included in the final solicitation package and must be completed when required:

- HUD Form 5369-B (Instructions to Offerors - Non-Construction)
- HUD Form 5369-C (Certifications and Representations of Offerors - Non-Construction Contract)
- HUD Form 5370-C (General Conditions for Non-Construction Contracts), as applicable
- Certification of Non-Debarment and Suspension
- Non-Collusion Affidavit
- Equal Employment Opportunity Requirements
- Insurance Certification Acknowledgment

Contractor is responsible for reviewing and complying with all applicable federal, state, and local requirements.

1. Certification of Non-Debarment and Suspension

The undersigned certifies that the company and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federally funded contracts.

Company Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

2. Non-Collusion Affidavit

The undersigned certifies that this bid has been arrived at independently without consultation, communication, or agreement with any other bidder for the purpose of restricting competition.

Company Name: _____

Authorized Representative: _____

Signature: _____

Date: _____

3. Equal Employment Opportunity (EEO) Certification

The contractor certifies compliance with applicable federal nondiscrimination and equal employment opportunity requirements.

Company Name: _____

Authorized Representative: _____

Signature: _____

Date: _____



APPENDIX C - BIDDER INFORMATION FORM

Name of Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Company Owner/Principal: _____

Contact Person for this Bid: _____

Email: _____

This company has been in the sanitation business for _____ years.

Has your company engaged in this type of business under another name? Yes No

If yes, give other name: _____

References: List 3 contracts similar to this project. Include company name, contact person, and phone number.

1. _____

2. _____

3. _____

Has your company ever withdrawn a bid? Yes No

If yes, explain: _____

Has your company ever filed bankruptcy? Yes No

If yes, explain: _____

Has your company ever been debarred from participation in a publicly funded project? Yes No

If yes, explain: _____

Describe your company's ability to perform sanitation pickup for HABG Housing Authority properties, including available equipment, employees, current volume of work, and how you would service approximately 598 apartments and other support buildings.

The undersigned attests that the above information is true and accurate.

Signed _____

Date _____



APPENDIX D - ELDERLY & DISABLED TRASH PICK-UP ADDRESS LIST

The following addresses are included in 2026-RFP-SAN-006 for elderly/disabled trash pickup service. Bidders shall include the cost and capacity to service these addresses unless otherwise directed by HABG. Total addresses listed: 176.

This list is provided for bidding purposes and may be updated by HABG during the contract term by written notice.

#	Address	#	Address
1	ANGORA 1100-A	89	264-B COPPER
2	ANGORA 1100-B	90	268-A COOPER
3	ANGORA 1100-C	91	268 B COOPER
4	ANGORA 1100-D	92	220-B D. SPRINGS
5	ANGORA 1101-A	93	222-A D.SPRINGS
6	ANGORA 1101-B	94	222-B D.SPRINGS
7	ANGORA 1101-C	95	224 A D. SPRINGS
8	ANGORA 1101-D	96	226-A D. SPRINGS
9	ANGORA 1102-A	97	228 A D. SPRINGS
10	ANGORA 1102-B	98	270-A D.SPRINGS
11	ANGORA 1102-C	99	270-B D. SPRINGS
12	ANGORA 1102-D	100	404-B D.SPRINGS
13	ANGORA 1103-A	101	238-A GLENN
14	ANGORA 1103-B	102	244-A GLENN
15	ANGORA 1103-C	103	244-B GLENN
16	ANGORA 1103-D	104	620-A GORDON
17	ANGORA 1105-A	105	716-A GORDON
18	ANGORA 1105-B	106	300 B GRAHAM
19	ANGORA 1105-C	107	304 A GRAHAM
20	ANGORA 1105-D	108	308-A GRAHAM
21	ANGORA 1106-A	109	309-B GRAHAM
22	ANGORA 1106-B	110	308-B GRAHAM
23	ANGORA 1106-C	111	308 D GRAHAM
24	ANGORA 1106-D	112	312-A GRAHAM
25	ANGORA 1108-A	113	312-B GRAHAM
26	ANGORA 1112-A	114	312-C GRAHAM
27	ANGORA 1112-B	115	312-D GRAHAM
28	ANGORA 1112-C	116	313-B GRAHAM
29	ANGORA 1112-D	117	436-A GRAHAM
30	ANGORA 1116-A	118	436-B GRAHAM
31	ANGORA 1116-B	119	444-A GRAHAM
32	ANGORA 1116-C	120	222-A GRISSOM
33	ANGORA 1116-D	121	222-B GRISSOM
34	ANGORA 1109-C	122	241-B HARLOW
35	ANGORA 1111-A	123	245 A HARLOW
36	BRYANT WAY A-3	124	249 D HARLOW
37	BRYANT WAY B-5	125	253-B HARLOW
38	BRYANT WAY H-1	126	253-C HARLOW
39	BRYANT WAY L-1	127	257A HARLOW
40	BRYANT WAY M-2	128	253-D HARLOW
41	BRYANT WAY R-2	129	261-A HARLOW
42	BRYANT WAY S-1	130	261-B HARLOW
43	BRYANT WAY T-1	131	301-B JENKINS
44	BRYANT WAY T-2	132	305-A JENKINS
45	BRYANT WAY T-3	133	305-B JENKINS
46	BRYANT WAY T-4	134	321 C JENKINS
47	BRYANT WAY T-5	135	321 B JENKINS
48	BRYANT WAY T-6	136	429-B McDIVITT
49	BRYANT WAY T-7	137	437-A McDIVITT
50	BRYANT WAY T-8	138	437-B MCDIVITT
51	BRYANT WAY T-9	139	433 B MCDIVITT
52	BRYANT WAY T-10	140	221-B RAGLAND
53	BRYANT WAY T-11	141	223 B RAGLAND
54	BRYANT WAY T-12	142	229-A RAGLAND
55	ANGORA 1111-B	143	229-B RAGLAND
56	ANGORA 1111-C	144	231-A RAGLAND
57	ANGORA 1113-A	145	231-B RAGLAND
58	ANGORA 1113-B	146	237-A RAGLAND
59	ANGORA 1113-C	147	239-E RAGLAND
60	ANGORA 1113-D	148	240 RAGLAND
61	ANGORA 1123-B	149	241-B RAGLAND
62	ANGORA 1123-C	150	241-C RAGLAND
63	ANGORA 1123-D	151	241-E RAGLAND
64	ANGORA 1136-A	152	243-A RAGLAND



#	Address	#	Address
65	ANGORA 1136-B	153	243-B RAGLAND
66	ANGORA 1136-C	154	245-A RAGLAND
67	ANGORA 1136-D	155	243-D RAGLAND
68	GRANT 1110-D	156	245-C RAGLAND
69	GRANT 1114-B	157	245-D RAGLAND
70	GRANT 1114-C	158	250-A RAGLAND
71	GRANT 1114-D	159	254-D RAGLAND
72	215-B CARPENTER	160	246-C RAGLAND
73	219-B CARPENTER	161	246-D RAGLAND
74	231-A CARPENTER	162	250-B RAGLAND
75	231-C CARPENTER	163	254-A RAGLAND
76	233-B CARPENTER	164	254-B RAGLAND
77	233-C CARPENTER	165	241-B SCOTT
78	233-D CARPENTER	166	265 A SCOTT
79	235-A CARPENTER	167	405A SHEPPARD
80	235-C CARPENTER	168	419-A SHEPPARD
81	410-A CONRAD	169	419-B SHEPPARD
82	410-B CONRAD	170	421B SHEPPARD
83	422 CONRAD	171	425-A WEBB
84	432-A CONRAD	172	425-B WEBB
85	432-B CONRAD	173	439-A WEBB
86	434-B CONRAD	174	445-B WEBB
87	262-A COOPER	175	449-A WEBB
88	262-B COOPER	176	449-B WEBB

Bidder acknowledges review of Appendix D address list:

Company: _____

Authorized Representative: _____

Signature: _____ Date: _____

