



INVITATION TO BID

(This is not an order.)

CITY OF CLEVELAND

Division of Purchases & Supplies
 601 Lakeside Avenue
 Room 128
 Cleveland, OH 44114

Buyer: Gregory Hart
 216-664-7076
 ghart@clevelandohio.gov

Requestor: Leondria Stephenson
 216-664-7384
 lstephenson@clevelandohio.gov

Procurement Folder	RFB No.	RFB Description	
159865	RFB 7013 202600000000268	Refuse Truck Cleaning Services	
RFB Closing Date/Time		Department/Division	Public Bid Opening Date/Time
May 29, 2026 3:00 PM		7013	May 29, 2026 3:00 PM

SCHEDULE OF EVENTS

Event Description			Event Date	
Group/Line#	Commodity Description	Item Quantity/UOM	Service Dates	Catalog Discount
1 / 1	Truck Washing		From To	

SEE ATTACHED SPEC

Ship To:
Waste Collection Waste Collection 5600 Carnegie Ave Cleveland, OH 44103

Vendor Response		
	Contract Amount	
	\$	

Vendor Response	Vendor Total Amount for Items	Vendor Total Amount for Services	Payment Discount Offer	
	\$	\$	%	Day(s)

TERMS OF DELIVERY

- Price quoted shall be F.O.B. delivered to the place designated on purchase order. No other terms will be acceptable.
- Delivery quoted must be stated in terms of work days after receipt of the order.
- All charges for shipping must be included within the Unit Price for each item quote unless otherwise designated by a separate line with a specified dollar amount inclusive of all shipping charges.
- No freight charges will be considered nor processed for payment unless apart of the original quote submitted prior to bid award.

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON REVERSE SIDE OF THIS BID

Shipping/Freight Charges

ALL CHARGES FOR SHIPPING MUST BE INCLUDED WITHIN THE UNIT PRICE OF EACH QUOTE UNLESS OTHERWISE DESIGNATED BY A SEPARATE LINE ITEM WITH A SPECIFIED DOLLAR AMOUNT INCLUSIVE OF ALL SHIPPING CHARGES.

NO FREIGHT CHARGES WILL BE CONSIDERED NOR PROCESSED FOR PAYMENT UNLESS APART OF THE ORIGINAL QUOTE SUBMITTED PRIOR TO BID AWARD.

Call Buyer Only

Bidders must address all questions to the Buyer (See Above.) Do NOT contact the "Requestor." Contract only the Buyer listed above.

No Price increase

This Purchase Order does not permit price increases.



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Missing information

It is each bidder's individual responsibility to determine for themselves, in advance of bid submission, the accuracy and completeness of any and all information in an RFB. If a potential bidder does not notify the Division of Purchases and Supplies in advance of the bid opening date of any possible discrepancy then any such discrepancy or erratum cannot be the basis for a protest of award. Contact the Buyer immediately if there is a question of accuracy or completeness in these bid documents.

BIDDER MUST COMPLETE & SIGN BELOW

NAME OF THE FIRM:
STREET ADDRESS:
CITY: STATE: ZIP CODE:
FED ID # / SSN #:
PHONE NO.: FAX NO.:
EMAIL ADDRESS:
PLEASE PRINT CONTACT NAME:
AUTHORIZED SIGNATURE: DATE:

All bids and related documents must be enclosed in a sealed envelope and marked with the RFB number.

RETURN BID TO: Division of Purchases & Supplies
601 Lakeside Ave
Room 128, City Hall
Cleveland, OH 44114

Effective Immediately: In accordance with Codified Ordinance 181.13 (I) the City shall receive competitive sealed bids through email. All City of Cleveland bids estimated to be less than 50K in value will be submitted and received electronically via email. All bids must be emailed to CityofClevelandbids@clevelandohio.gov. Upon receipt of your bid, you will receive a reply indicating your bid has been received.

Bidder's Instructions

See enclosed Terms & Conditions. Read and follow all terms and conditions of the bid.

Bids must be submitted to CityofClevelandbids@clevelandohio.gov, the Document ID Number and Buyer's Name must be identified in the email subject line. Also clearly state the Document ID Number, Bid Description, Buyer's Name and Closing Date.

PLEASE NOTE: Bids received after the Closing Date, Closing Time or sent to any other email address not identified in the Bidders Instructions cannot be considered.

Northern Ireland Affidavit must be completed, signed and included with each bid.

The bid must be submitted to: CityofClevelandbids@Clevelandohio.Gov

The bid documents must include:

- The Document ID Number and Buyers Name in email subject line
- PDF File of Request For Bid Form
- Terms & Conditions.
- Northern Ireland Affidavit.
- Wage Theft Form.

Contact the Buyer immediately at the number on the Bid Form if you do not have all the required documents.

Subject: Submission of NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

Each bidder and/or appropriate parties should complete the DISCLOSURE and submit it with the bid, if possible. If not submitted with the bid, it must be completed and submitted to the Commissioner of Purchases and Supplies prior to any contract being awarded by the City. If a bidder or appropriate parties fail to complete and submit it, they shall not be eligible for a contract award.

NORTHERN IRELAND FAIR EMPLOYMENT PRACTICES DISCLOSURE

INSTRUCTIONS: Pursuant to Codified Ordinance Sec. 181.36, the information requested on this page must be supplied by all Contractors and any Subcontractors having more than a fifty percent (50%) interest in the proposed contract prior to any contract being awarded by the City of Cleveland. Any Contractor or Subcontractor who is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract. For failure to cure such a default, the Contractor or Subcontractor shall be automatically excluded from bidding for the supply of any goods or services for use by the City for a period of two years.

CHECK WHICHEVER IS APPLICABLE:

A. () The undersigned or any controlling shareholder,* subsidiary, or parent corporation of the undersigned is NOT ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph A. is checked, proceed to the signature line.)

B. () The undersigned or any controlling shareholder,* subsidiary, or parent corporation IS ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph B. is checked, please either check the stipulation contained in paragraph C. or attach documentation that shows that the undersigned has complied with the stipulation contained in paragraph C.

C. () The undersigned and all enterprises identified in paragraph B. are TAKING LAWFUL AND GOOD FAITH STEPS TO ENGAGE IN FAIR EMPLOYMENT PRACTICES WHICH ARE RELEVANT TO THE STANDARDS EMBODIED IN THE "MacBRIDE PRINCIPALS FOR FAIR EMPLOYMENT IN NORTHERN IRELAND." A copy of the MacBride Principles can be obtained from the Office of the Commissioner of Purchases and Supplies. In lieu of checking this paragraph, the undersigned must attach documentation which the undersigned believes shows compliance with the stipulation contained in this paragraph C.

Name of Contractor or Subcontractor
By: _____
Title: _____

*"Controlling shareholder" means any shareholder owning more than fifty percent (50%) of the stock in the corporation or more than twenty-five percent (25%) of the stock in the corporation if no other shareholder owns a larger share of stock in the corporation.



WAGE THEFT AND PAYROLL FRAUD DISCLOSURE

SUMMARY:

Bidders on certain City contracts, recipients of Assistance, and any of their prospective subcontractors must disclose any wage theft or payroll fraud violations over the last three years. Unless they receive a waiver from the City's Fair Wage Employment Board, violators are placed on the City's Adverse Determination List, which prevents them from entering into new contracts with or receiving Assistance from the City. This disclosure requirement and the waiver process are set forth in Chapter 190 of the Codified Ordinances of Cleveland, Ohio, 1976 ("Chapter 190").

INSTRUCTIONS:

Pursuant to Chapter 190, the information requested on this document must be provided by any person or entity bidding on or making a proposal for a Construction or Improvement Contract or a Service Contract, or applying for Assistance, and any of their prospective subcontractors.

Any person or entity that is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract.

DEFINITIONS:

"Adverse Determination" means a final action or adjudication that the person or entity in question has committed Wage Theft or Payroll Fraud and is further defined in Chapter 190.

"Assistance" means any form of City financial assistance, except for financial assistance provided for the development, rehabilitation or other means of providing residential housing. Assistance includes but is not limited to: grants; economic development loans; tax credits, incentives and abatements; subsidies; and bonds. Assistance does not include financial assistance which is received from another government or other entity with the City acting only as a conduit or fiscal agent for the funds, where the City exercises no control over the identity of any recipient or of the terms of the contract. Community Development Block Grant Funds are not considered conduit funds and, to the extent they otherwise qualify, are included as Assistance.

"Construction or Improvement Contract" means any contract entered into pursuant to Chapter 167 or Chapter 185 of the Codified Ordinances.

"Payroll Fraud" means concealing an entity's true payroll tax liability or other financial liability to a government agency from government licensing, regulatory or taxing agencies through misclassification of employees, failure to report or underreported



payment of wages, or executing a cash transaction while failing to maintain proper records of reporting and withholding.

“Service Contract” means any contract or subcontract between a person, business or corporation and the City of Cleveland that primarily involves the furnishing of services to the City (as opposed to the purchase of goods or other property or the leasing of property), and shall be limited to the following categories of services: food service, janitorial, security services, parking lot attendants, home health care, health care aides, waste management, automotive repair services, landscaping, towing contracts, building and maintenance services, carpentry, clerical services, urban forestry, housekeeping, street maintenance and repair, and sidewalk maintenance and repair. This includes services performed on City-owned premises including the following City-owned locations: airports, parking lots, municipal parks, recreational facilities, and City-owned buildings. Contracts that are primarily for the purchase of goods or other property are not considered Service Contracts.

“Wage Theft” means a violation of the Ohio Prompt Pay Statute, RC 4113.15; the Ohio Minimum Fair Wage Standards Act, RC Chapter 4111; Oh. Const. Art. II, Sec. 34a; RC Chapters 4109 or 4115; RC 4113.17, 4113.18, 4113.52 or 4113.61; or a violation of any substantially equivalent federal or state law; as any of these laws may be amended or superseded.

CHECK WHICHEVER IS APPLICABLE:

(A) () The undersigned person or entity HAS NOT had any Adverse Determinations within the last three (3) years.

(B) () The undersigned person or entity HAS had any Adverse Determinations within the last three (3) years.

If (B) is checked, then in an attachment(s) to this form, please disclose all Adverse Determinations within the last three (3) years.

Name of Person or Entity: _____

Signature: _____

Printed Name of Signatory: _____

Title of Signatory: _____

Date: _____

A Scope and Classification

A.1 **Scope:** The City of Cleveland, Department of Public Works, and the Division of Waste Collection, hereinafter “city”, is seeking to obtain formal bids to establish a contract for the purchase of Refuse Truck washing services to be used by the division for all trucks in the refuse fleet. **Offeror shall propose service, and pricing therein, for all locations listed, and each location individually.**

A.2 **Classification:** The contract resulting from this bid proposal will provide for the purchase and delivery of Refuse Truck Washing Services. All Offerors must document the experience, equipment, and any licenses and/or certifications that may be required by local, county, state, and federal agencies.

A.2.1 **Bidder Experience:** The offeror must submit an outline of its experience and work history in these types of equipment and service for the past five years.

A.2.2 **Bidder References:** The offeror shall have documented proven successful contracts from at least three customers that offer supports that are similar in scope, complexity, and cost to the requirements of this bid specification.

B Applicable Standards and Publications

B.1 Offeror must meet or exceed all City, State and Federal safety guidelines and standards, including EPA Guidelines for recovery of wastewater.

B.2 All OSHA applicable guidelines and standards

C Requirements

C.1 General Information:

C.1.2 **Pricing:** Bidders are to bid an hourly rate price utilizing a two (2) person crew, FOB Destination, and any travel or operational expenses associated with providing the service on-site at the designated service locations identified within this bid.

C.2 **Bidder Requirements:** The City will use the requirements of this section to determine if each bidder meets the minimum standards to be considered a responsible bidder. **Please submit** reference pages and attach any supplemental pages that may be necessary to meet these requirements.

C.2.1 **Experience Required:** Documentation shall include (at a minimum) information meeting the following criteria.

C.2.1.1 **Equipment:** Offerors must document and submit in a letter attached to the bid, their capability of providing the equipment necessary to provide power-washing services for large refuse vehicles. Offerors must supply spot-free reverse osmosis water on every truck.

C.2.1.2 **Vendor Experience:** The offeror shall provide the history of their relationship with current or former customers that have a similar scope to the contract the City is seeking. At a minimum provide:

- A) Length of the relationship
- B) Level of the relationship
- C) A brief history of the relationship

C.2.2 **References:** The offeror shall have documented proven successful contracts

from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

C.2.2.1 **Contact Information Required:** The reference contact information shall include the customer name, customer e-mail address, street address, telephone number, fax number, contact name and equipment purchase date.

C.2.2.2 **Equipment / Service Information:** A description of the equipment used and service provided.

C.2.3 **Subcontractor Information Required:** No subcontractors may be used for this contract.

C.3 **Evaluation Criteria:**

C.3.1 **Section One** - Cost of service. Provide clear per hour pricing for the Per-Vehicle-Cost for the following vehicle types.

C.3.1.a Rear Loader Refuse Truck

C.3.1.b Side Loader Refuse Truck

C.3.1.c Front Loader Refuse Truck

C.3.2 **Section Two - Experience and Past Performance**

Provide sufficient information in a clear, concise manner to the City to evaluate the ability of the offeror to provide high quality, professional refuse truck washing services.

C.3.2.1 Offeror must be able to demonstrate that the scope of the contract can be met, and that all specifications can be met. At a minimum, please answer the following questions in your response:

How many years have you been in business?

How many accounts does your company service in the Cleveland area and vicinity?

How many accounts does your company service that include washing over 80 vehicles in a week?

What is the company policy for missed service visits? How would the City be compensated?

How many facilities does your company operate in the Cleveland area, or within a 30-mile radius of the City?

Does your facility have the ability to wash trucks on site?

Does the offeror own the proper equipment required for washing large refuse vehicles?

C.3.3 **Section Three – References**

The offeror shall have documented proven successful contracts from at least three (3) customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of these specifications.

C.4 **Service Requirement Specifications:**

C.4.1 Service Specifications

C.4.1.1 Alternated: Bids will only be considered on the units complying with these strict specifications listed.

C.4.2 Truck Washing Requirements

- C.4.2.1 The exterior of the vehicle cab, chassis and body must be washed using soap and high pressure spot-free reverse osmosis heated water.
- C.4.2.2 A degreasing detergent must be applied to the exterior of the vehicle cab, chassis and body.
- C.4.2.3 The exterior of the vehicle including all accessible painted surfaces, cab, chassis, body wheels and frame, must be scrubbed with a brush.
- C.4.2.4 All mud and debris must be removed from around the bottom edge and under the vehicle.
- C.4.2.5 All exterior windows must be scrubbed with a brush using soap and high pressure spot-free reverse osmosis heated water. All dirt and debris must be removed. The vendor will use a squeegee to remove excess water.
- C.4.2.6 All headlights and taillights must be scrubbed with a brush using soap and high pressure spot-free reverse osmosis heated water. The headlights and taillights shall be wiped down with a soft cloth to prevent scratching.
- C.4.2.7 The top and rear of the cab must be scrubbed with a brush using soap and high pressure spot-free reverse osmosis heated water.
- C.4.2.8 When applicable, the area behind the front bumper near the radiator and hydraulic pump shall be power washed to prevent build-up.
- C.4.2.9 A brush shall be used all over the arms and surrounding area, on items such as the air dryer/governor, the main air tanks and lines.
- C.4.2.10 Area around the battery box under the trucks.
- C.4.2.11 Area around the CNG shield housing.
- C.4.2.12 Area located on the side of the battery box; NOTE-always ensure that the battery is shut off during cleaning. This can be verified with the Refuse Supervisor on site.
- C.4.2.13 Clean/remove build-up on gripper cylinders and the hydraulic lines.
- C.4.2.14 Braking assist system housing under the trucks.
- C.4.2.15 Clean debris from the tailgate locking cylinder (when applicable).
- C.4.2.16 Clean area under truck round the rear differential, axle and suspension (rear of truck)
- C.4.2.17 All components, unless otherwise specified, must receive a final rinse using a high pressure spot-free reverse osmosis heated water spray to remove all excess chemicals and any remaining dirt and grease.

C.5 Specific Truck Washing Requirements per vehicle type:

C.5.1 **Refuse Front-End Loading Trucks:** The body located directly behind the cab must be scrubbed to remove any grease build up. All hoses near the transmission system must be washed of any debris and dirt. The bed of the vehicle must be washed with a soap solution and high pressure spot-free reverse osmosis heated water solution and debris must be removed from the "clean-out trough" area and the area must be washed with a soap and high pressure spot-free reverse osmosis heated water solution.

C.5.2 **Refuse Side Loading Trucks:** The hopper interior, including crusher panel hoses, protective screens, doors and the front of the vehicle bed must be washed using a soap solution. The complete area of the crusher panel must be washed using a soap solution and high pressure spot-free reverse osmosis heated water .

C.5.3 **Refuse Rear Loading Trucks:** The interior of the vehicle's hopper must be scrubbed and rinsed. The interior of the packer body and the hopper must be cleaned using a high-pressure spot-free reverse osmosis heated water spray and scrubbed with a brush using a soap solution. All dirt, chemicals and remaining debris must be removed.

C.6 Other Service Requirements:

C.6.1 The wash area at the City locations must be cleaned at the end of each day service is provided, including but not limited to, sweeping the area to remove all dirt and debris (by-products) from the City property and a final rinse of the wash area.

C.6.2 The by-products must be bagged, removed from City property, and properly disposed of, in accordance with all regulations. **The service provider must have the ability to collect, and dispose of wastewater.**

C.6.2.1 Wastewater recovery and disposal is required. Offeror is required to recover and properly dispose of up to 100% of the wastewater in accordance to Local, State and Federal Law. Wastewater must be transported and disposed of off-site. Storm water drains must be matted and water must be recovered/vacuumed into vendor supplied recovery tanks. All washing procedures must be compliant with the EPA Clean Water Act Mobile Power Washing and Environmental Regulations.

C.6.4 To ensure wastewater does not leave property prior to proper treatment, truck washing services must not be performed at City locations during periods of rain.

C.6.5 To ensure proper safety conditions, truck washing services shall not occur when temperatures are at or below 32 degrees Fahrenheit.

C.6.6 Only City personnel have authority to drive or operate City vehicles.

C.6.7 Prior to bid award, at the bidder's expense, a truck wash demonstration for each type of vehicle may be requested. If the demonstration is requested, a washing demonstration schedule will be provided by the Division of Motor Vehicle Maintenance. If any chemicals are found to be harmful to the vehicles during the demonstration, the service provided will be permitted to switch products.

D Sampling, Inspection and Test Procedures

D.1 **Demonstration:** The City reserves the right to require a demonstration of any equipment or service prior to award of the bid. Such demonstration shall be conducted, at the sole discretion of the City, either at City of Columbus facilities, or on-site at the supplier's facilities. All costs associated with such demonstration are to be the responsibility of the supplier. All demonstrations shall be concluded within five (5) working days after notification of demo request. Failure to comply may be used as a basis for rejection of the bid.

E Ordering, Delivery and Invoicing

- E.1 **Ordering Procedure:** A written purchase order will be established by the Commissioner of Finance. The Purchase Order will have the service locations and invoicing information.
- E.2 **Delivery of Service:** Delivery of service time may be a factor in determining award of bid. Failure to deliver in the days/times proposed may lead the City to consider the contract holder in partial or full breach of the contract. In the case of such breach, the City reserves the right to pursue all remedies and actions available under this contract and relevant law.
- E.2.1 **Service Locations:** The service will be provided at City of Cleveland, Division of Waste Collection facilities, upon agreement with the City.
- E.2.2 The City of Cleveland requires no less than twenty-four (24) hours advance notice before the service is provided. Service must be made Monday through Friday at the times specified in Section E.3, except on a City of Cleveland recognized holiday.
- E.3 **Service Hours:** Refuse Truck washing must be performed after business hours Monday through Friday and at specified times on Saturday and Sunday, on non-City holidays, and at times to be determined by the Division of Motor Vehicle Maintenance when City employees are available to operate vehicles. Time of service will be determined by the Division of Waste Collection staff at the time service is requested. In general, but not always, the time frame for washing vehicles will be between the hours of 4:00 – 8:00 PM on Monday through Friday, after vehicles have returned from their daily routes and the hours of 8:00 am – 12:00pm on Saturday and Sunday.
- E.4 **Points of Service:** To provide weekly or as needed truck washing services at up to three (3) locations with the Division of Waste Collection. The four designated DORC locations are:
- E.4.1 Carr Center Maintenance Facility, 5600 Carnegie Ave Cleveland, OH 44103
- E.4.2 Glenville Waste Collection Station, 10801 Leuer Ave Cleveland, OH 44108
- E.4.3 Ridge Road transfer and Maintenance Facility, 3727 Ridge Road Cleveland, OH 44144
- E.5 **Service Appointment Punctuality:** It is imperative that the contractor arrive on time for any scheduled service appointments. Refuse drivers who move vehicles during the truck washing appointments, are generally working at over-time rates. Contractor must notify the proper contact for the Division of Waste Collection facility where service is scheduled to be performed at least four hours prior to the time service is expected to begin, and no later than 10:00 AM. Therefore, if the contractor arrives late, or does not show up for the scheduled service appointment, the following penalties will apply:
- E.5.1 Contractor arrives after 4:00 PM, and no later than 4:30 PM, no penalty.
- E.5.2 Contractor arrives after 4:30 PM, and no later than 5:00 PM, service will be performed and the contractor will be charged \$200.00. This will be short-paid from the invoice issued for service on that specific service date.
- E.5.3 Contractor arrives after 5:00 PM, service will not be performed and the contractor will be charged \$200.00. This will be short-paid from the invoice issued for service on that specific service date.
- E.5.4 If the contractor is late and/or cannot perform the services on the scheduled date, the contractor must contact the designated personnel at the Division of Waste Collection, before another appointment can be scheduled. The Division of Waste Collection contact will be determined after award.
- E.6 **Invoicing:** Each invoice shall show the City Purchase Order number, a brief description identifying the item, the unit price, and the total amount. The invoice amount must exactly match the purchase order amount in accordance with the bid proposal.

F **Notes:**

F.1 **Insurance Requirements and Workers Compensation:** Successful Bidder is required to provide the following before final execution of the contract.

F.1.1 **Liability Insurance:** The contractor shall take out and maintain during the life of the contract, such Public Liability (bodily injury and property damage) Insurance as shall protect him from claims from damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under the contract, whether such operation be by himself or any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance policy shall include the city as named insured. The Contractor shall maintain coverage of the types and in the amounts specified below. Submitting a certificate of insurance shall evidence proof of such insurance coverage. A contractor's "umbrella" type policy with limits specified below may be submitted for this requirement, with the City as named insured.

The amount of such insurance shall be as follows:

Bodily Injury Liability

Each Person \$ 1,000,000.00

Each Accident \$ 10,000,000.00

Property Damage Liability

Each Person \$ 1,000,000.00

Each Accident \$ 10,000,000.00

Such insurance shall remain in full force and effect during the life of the contract. Insurance may not be changed or cancelled unless the insured and the City are notified in writing not less than thirty days prior to such change or cancellation. If any part of the contract is sublet, the Contractor is responsible for the part sublet being adequately covered by insurance herein above described.

Contractor assumes all risk of loss and damage to the equipment provided unless loss or damage occurs at the time the operator and equipment are being operated for the purpose designated by the city and such loss or damages is caused by an act of the city or its employee which constitutes gross negligence or wanton misconduct.

F.1.2 **Workers Compensation:** The successful contractor obtain and maintain during the life of this contract, adequate worker's compensation insurance for all his employees employed at the site of the project. The successful contractor shall furnish one (1) copy of the worker's compensation certificate showing that the contractor has paid his industrial insurance premium.