



Administrative Services

Purchasing Division

NOV 18 2006

RECEIVED

October 30, 2006

Heimbuck Disposal  
P.O. Box 270310  
Fort Collins, CO 80527

Attn: Tim Heimbuck, Owner


Re: Bid #5755 Christmas Tree Recycling

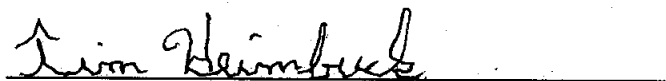
The City of Fort Collins has elected to renew Bid #5755 Christmas Tree Recycling for the City of Fort Collins with your firm. The terms and conditions of this renewal will be the same as stated in the original bid documents. Enclosed is a schedule showing the Pickup Locations, Pickup Dates and Pull Dates for the Program running December 26, 2006 through January 15, 2007. **Please note: Gulley Greenhouse location has been dropped for this year.**

If the renewal is acceptable to your firm, please sign this letter in the space provided and return along with a current copy of your insurance to the City of Fort Collins, Purchasing Division, before November 17, 2006. **If delivered**, please deliver to 215 North Mason Street, 2<sup>nd</sup> floor, Fort Collins, CO 80524. **If mailed**, the mailing address is P.O. Box 580, Fort Collins, CO 80522-0580.

If this renewal is not acceptable with your firm, please send us a written notice stating that you do not wish to renew the bid. If you have any questions regarding this renewal, please contact Ed Bonnette, C.P.M., CPPB, Buyer, at 970-416-2247.

Sincerely,

  
James B. O'Neill II, CPPO, FNIGP  
Director of Purchasing and Risk Management

  
Signature

11-7-06  
Date

(Please indicate your desire to renew Bid #5755 by signing this letter and returning it with a current copy of insurance forms to Purchasing Division on or before November 17, 2006.)

New Rate to be 77.00 per Haul conversation with Ed

**Christmas Tree Recycling Program  
December 26 through January 15, 2007**

**30 - Cubic Yard Roll-off Containers**

Location	Container Needs	Hauling Frequency Per Week	Hauling Schedule	Place, Pickup and Pull Dates
Edora Park 1420 E. Stuart (parking lot near tennis courts) Note: don't put containers over stormwater gutter	(6) 30-cy roll-offs	Three (3)	Monday, Wednesday, Saturday  Full loads only.	Place on Dec 23 Pull on Jan 16 (estimate: 35 hauls)
Rolland Moore Park (parking lot, southeast corner) 2201 So. Shields	(6) 30-cy roll-offs	Four (4)	Monday, Wednesday, Friday, Saturday  Full loads only.	Place on Dec 23 Pull on Jan 16 (estimate: 40 hauls)
Street Utility 625 Ninth Street NE corner asphalt area near concrete ramp (corner Lemay & E. Vine)	(2) 30-cy roll-offs	One (1)	Friday  Full loads only.	Place on Dec 23 Pull on Jan 16 (estimate: 6 hauls)
Fossil Creek Nursery 7029 S. College Ave	(2) 30-cy roll-offs	Two (2)	Monday, Friday  Full loads only.	Place on Dec 23 Pull on Jan 16 (estimate: 10 hauls)
<b>Estimated Total Roll-off Loads: 91</b>				

- The City Forestry Department will contact the Contractor by phone when roll-off containers have been compacted and ready to pull from Rolland Moore Park, Edora Park, and Street Utility drop-off sites.

### 3 - Cubic Yard Trash Dumpsters

Location	Container Needs	Hauling Frequency Per Week	Hauling Schedule	Place, Pickup and Pull Dates
Edora Park 1420 E. Stuart (parking lot near tennis courts)	(1) 3-cy trash dumpster	One (1)	Friday	Place on Dec 26 Dec 30, Jan 6, Jan 13 Pull on Jan 16
Rolland Moore Park (parking lot, southeast corner) 2201 So. Shields	(1) 3-cy trash dumpster	One (1)	Friday	Place on Dec 26 Dec 30, Jan 6, Jan 13 Pull on Jan 16
Street Utility 625 Ninth Street NE corner asphalt area near concrete ramp	(1) 3-cy trash dumpster	One (1)	Friday	Place on Dec 26 Dec 30, Jan 6, Jan 13 Pull on Jan 16
Fossil Creek Nursery 7029 S. College	(1) 3-cy trash dumpster	One (1)	Friday	Place on Dec 26 Dec 30, Jan 6, Jan 13 Pull on Jan 16

Total 3-cy Dumpster pickups: 12

**REQUIREMENTS:**

- **Full** roll-off containers will be hauled to the Larimer County Landfill, 5887 S. Taft Hill during regular landfill hours, and unloaded in the area designated for Christmas trees. The Contractor will not be charged the landfill tipping fee for roll-off containers from these four City Christmas tree drop-off sites.
- One 3-cubic yard dumpster will be placed at each drop-off site for plastic bags, trash, etc.
- All containers must be in place by 6:00 P.M., Saturday December 23, 2006 and removed from all drop-off sites no later than 6:00 P.M., Tuesday, January 16, 2007.
- The Contractor must be available on high volume days - Saturday, January 6<sup>th</sup>, and Saturday, January 13<sup>th</sup>, to pull **full** containers throughout the afternoon at Edora Park and Rolland Moore Park.
- The City may request that changes be made to the original schedule based on the volume of trees collected at any of the drop-off points. Additions and deletions to the original services schedule shall be accommodated by the Contractor at the unit prices quoted.
- On or before January 31, 2007, the Contractor will provide documentation including the date of the haul, drop-off location, and number of containers to the City of Fort Collins Natural Resources Department.
- Space Requirement: At a minimum, there must be twenty (20) feet between roll-off containers at the drop-off sites.

# ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID BD  
HEIMB-1

DATE (MM/DD/YYYY)  
10/14/04

**PRODUCER**

Renaissance Insurance Group  
631 Birch Street, Unit D  
Windsor CO 80550  
Phone: 970-674-8825 Fax: 970-674-8826

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED**

Heimbuck Disposal, Inc.  
Tim Heimbuck  
PO Box 270310  
Fort Collins CO 80527

**INSURERS AFFORDING COVERAGE**

NAIC #

INSURER A: Allied Insurance Company  
INSURER B: Employers Compensation  
INSURER C:  
INSURER D:  
INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS												
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	ACPGLO7511662675	11/01/06	11/01/07	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000												
A		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	ACPBA7511662675	11/01/06	11/01/07	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$												
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$												
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$												
B		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	FN-329393-01	08/01/06	08/01/07	<table border="1"> <tr> <td>WC STATUTORY LIMITS</td> <td><input checked="" type="checkbox"/></td> <td>OTHER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td></td> <td>\$ 500000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td></td> <td>\$ 500000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td></td> <td>\$ 500000</td> </tr> </table>	WC STATUTORY LIMITS	<input checked="" type="checkbox"/>	OTHER	E.L. EACH ACCIDENT		\$ 500000	E.L. DISEASE - EA EMPLOYEE		\$ 500000	E.L. DISEASE - POLICY LIMIT		\$ 500000
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

**CERTIFICATE HOLDER**

F7TCPURC

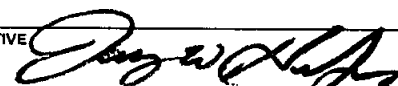
City of Fort Collins  
Purchasing Division  
Attn: Ed Bonnette  
P.O. Box 580  
Fort Collins CO 80525

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL \_\_\_\_\_ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Jay W. Helzer



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OP ID BD  
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DATE (MM/DD/YYYY)  
10/14/04

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