

# Form B: Respondent Information Questionnaire

## General Contact Information

Name of Company Proposing: Highland Sanitation & Recycling Inc  
Address: 10730 Briggs Dr, Inver Grove Heights MN 55077.  
Telephone: (651)458-0043 or (651)437-0001  
Email: [info@highlandsanitation.com](mailto:info@highlandsanitation.com)  
Website: [www.highlandsanitation.com](http://www.highlandsanitation.com)  
Name of contact person: Robert Stewart  
Type of Organization: S-Corp

If you are proposing any type of team proposal with another organization(s), please provide the same contact information, references, and other response to this questionnaire.

## Business Information:

- 1) Within the past five (5) years, has the Company (or any proposed subcontractors) submitting this proposal failed to complete an Agreement with a municipality or other public agency?

☐ Yes ☒ No

If yes, state name of parties to the Agreement, the date of the Agreement and the reason for non-completion. If a bond was posted, state the contact information for the bond company.

- 2) Within the past five (5) years, has the Company or any facility or property owned by this company, or, in the case of a joint proposal one of the proposers submitting this Proposal, failed to perform any of its Agreement obligations with any municipality, or other public company?

☐ Yes ☒ No

If so, state the nature of the failure.

- 3) Within the last five (5) years, has the company or, in the case of a joint proposal one of the proposers submitting this Proposal, or any facility or property owned or operated by the company ever been the subject of administrative or judicial action for alleged violation of the conditions of a permit issued by a governmental company, or alleged violations of environmental, zoning, or public health laws or regulations? If so, state the details and disposition.

☐ Yes ☒ No

- 4) Has the company submitting this proposal, or any of its subsidiaries, or, in the case of a joint proposal one of the proposers submitting this Proposal, been a party to any lawsuits or bankruptcy actions within the last ten (10 years?) If yes, list these lawsuits or actions and explain their nature and disposition.

☐ Yes ☒ No

- 5) Within the past five (5) years has the company or, in the case of a joint proposal one of the proposers submitting this proposal, been cited for/required to pay Liquidated Damages or other penalties for failure to comply with service or other provisions of an agreement or agreement? If yes, list these actions and explain their nature and disposition.

No. Highland Sanitation has not been required to pay liquidated damages or other penalties for failure to comply with service or other provisions of an agreement. We pride ourselves on doing the job right the first time and in the rare case of any failure to do so, we have communicated any

problems or delays to the municipality clearly and implemented a solution to those problems or delays in a manner that has always been satisfactory and never resulted in a need for liquidated damages. While some companies need to be motivated financially by things like liquidated damages to do the job properly, at Highland Sanitation we take care of our customers and municipal partners like they are our family.

- 6) With what other lines of business are you or your company or, in the case of a joint proposal any of the proposers, directly or indirectly affiliated?

Commercial & residential trash, yard waste and recycling is our primary line of business. Roll-off containers for trash and recycling and demolition is a secondary line of business.

- 7) Describe the nature of your current business, or, in the case of a joint proposal the nature of the businesses of all proposers.

Collection of residential & commercial trash, recycling, yard waste and, commercial organics delivery to the most environmentally friendly processing destinations.

- 8) State the length of time you, or, in the case of a joint proposal, each of the proposers, have been in business under your present name(s).

31 years. It was just Highland Sanitation prior to that, in 1990 we incorporated, which added the Inc. to our business name. Prior to 1985 the business operated under the name Highland Park Sanitation, after the part of Saint Paul that our business first started operating in when it was started by Alice & Emil Oehrlein in 1950.

- 9) If awarded this agreement, will your company, or, in the case of a joint proposal each of the team members, be able to provide Collection services by the Agreement start dates (November 1, 2024, for Recyclables, April 1, 2025, for MSW/YARD WASTE, April 1, 2025, for Bulky Items/Problem Materials, April 1, 2025)?

☒ Yes ☐ No

- 10) List two (2) municipal contracts that your company has held within the last five (5) years. Include contact information for the agreement-holders.

The current City of Saint Paul contract started in October of 2018 and the current contact person is Sarah Haas and can be reached at (651)266-6216 or sarah.haas@ci.stpaul.mn.us

The City of Rosemount contracts the collection of trash and recycling from City buildings and parks to Highland Sanitation. the initial contract date started back in 2008. Greg Lund the Parks Supervisor is the current contact for the agreement. he can be reached at (651)322-6005 or greg.lund@rosemountmn.gov

The City of Afton is another, with the initial contract start date of January of 1998. A new contract/RFP was started by the City of Afton in 2016 and again in 2021, which both RFP processes resulted in continuing services with Highland Sanitation. The most recent RFP resulted in some much needed mutually agreed upon contract changes that have vastly improved the contract for both the City of Afton and Highland Sanitation, showing that we have a proven track record of working with and not against our municipal partners! The contact information for the City of Afton is City Administrator Ron Moorse, (651)436-8957 or rmoorse@ci.afton.mn.us

## Authorized Signature

Signature of person duly authorized to sign submittal on behalf of the Proposer:

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

*Robert J Stewart*

Robert J Stewart

12/28/23