

<p><b>SUBMIT BID TO:</b>  <b>PURCHASING DEPARTMENT</b>  <b>UNIVERSITY OF CENTRAL FLORIDA</b>  <b>12479 RESEARCH PARKWAY, BLDG. 600</b>  <b>ORLANDO, FL 32826</b>  <b>Phone: (407)823-2661 – Fax (407) 823-5551</b>  <b>www.purchasing.ucf.edu</b></p>	<p><b>University of Central Florida</b></p> <p><b>INVITATION TO BID</b></p> <p><b>Contractual Services</b></p> <p><b>Acknowledgment Form</b></p>
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Page 1 of 33 Pages	BIDS WILL BE OPENED June 20, 2013 at 2:00PM and may not be withdrawn within 120 days after such date and time.	ITB NO. 1231MSA
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UNIVERSITY MAILING DATE: May 23, 2013	ITB TITLE: <b>SOLID WASTE AND RECYCLING REMOVAL</b>
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FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER

VENDOR NAME	REASON FOR NO BID:
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VENDOR MAILING ADDRESS

CITY - STATE - ZIP CODE

AREA CODE	TELEPHONE NO.	<p><b>POSTING OF PROPOSAL TABULATIONS</b></p> <p>Proposal tabulations with intended award(s) will be posted for review by interested parties at the Purchasing Department, our solicitation web page and the State of Florida's Vendor Bid System and will remain posted for a period of 72 hours. Failure to file a protest within the time prescribed in UCF Regulation 7.130(5) at <a href="http://regulations.ucf.edu/chapter7/index.html">http://regulations.ucf.edu/chapter7/index.html</a> shall constitute a waiver of proceedings under that regulation.</p>
	TOLL FREE NO.	
	FAX NO.	

**Government Classifications**  
**Check all applicable**

- |  |   |
|--|---|
| <input type="checkbox"/> African American        | <input type="checkbox"/> American Women       |
| <input type="checkbox"/> Asian-Hawaiian          | <input type="checkbox"/> Government Agency    |
| <input type="checkbox"/> Hispanic                | <input type="checkbox"/> MBE Federal          |
| <input type="checkbox"/> Native American         | <input type="checkbox"/> Non-Minority         |
| <input type="checkbox"/> Non-Profit Organization | <input type="checkbox"/> Pride                |
| <input type="checkbox"/> Small Business Federal  | <input type="checkbox"/> Small Business State |

*I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder and that the bidder is in compliance with all requirements of the Invitation to Bid, including but not limited to, certification requirements. In submitting a bid to an agency for the State of Florida, the bidder offers and agrees that if bid is accepted, the bidder will convey, sell, assign or transfer to the State of Florida all rights, title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the state of Florida. At the State's discretion, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the bidder.*

**GENERAL CONDITIONS**

**SEALED BIDS:** All bid sheets and this form must be executed and submitted in a sealed envelope. (DO NOT INCLUDE MORE THAN ONE BID PER ENVELOPE.) The face of the envelope shall contain, in addition to the above address, the date, and time of the bid opening and the bid number. Bid prices not submitted on attached bid price sheets when required shall be rejected. All bids are subject to the terms and conditions specified herein. Those which do not comply with these terms and conditions are subject to rejection. The terms Contractor, Payee and Vendor are used interchangeably in this document.

**1. EXECUTION OF BIDS:** Each bid must contain a manual signature of the authorized representative in the space provided above. Each bid must be typed or printed in ink. Use of erasable ink is not permitted. All corrections to prices made by the bidder must be initialed. The company name and F.E.I.D. or social security number must appear on each pricing page of the Bidder as required.

**2. NO BID SUBMITTED:** If not submitting a bid, respond by returning only this bidder acknowledgment form, marking it "NO BID," and explain the reason in the space provided above. Failure to respond without justification may be cause for removal of the bidder's name from the bid mailing list. NOTE: To qualify as a respondent, bidder must submit a "NO BID," and it must be received no later than the stated bid opening date and

\_\_\_\_\_  
**AUTHORIZED SIGNATURE**

\_\_\_\_\_  
**AUTHORIZED NAME (TYPED/PRINTED)**

\_\_\_\_\_  
**TITLE**

\_\_\_\_\_  
**CONTACT NUMBER**

**3. BID OPENING:** The bid opening shall be public, on the date, location and the time specified on the bid form. It is the bidder's responsibility to assure that the bid is delivered at the proper time and place of the bid opening. Bids which for any reason are not so delivered will not be considered. Offers by telegram or telephone are not acceptable. A bid may not be altered after opening of the bids unless allowed by the Director of Purchasing in accordance with established procedures.

NOTE: Bid tabulations will be posted at the Purchasing Department and can be furnished via email upon request. Only bid tabulations with minimal line items will be provided by telephone.

**4. PRICES, TERMS AND PAYMENT:** Firm prices shall be bid and include all services/commodities rendered to the purchaser.

**(a) TAXES:** The State of Florida is a tax-immune sovereign and exempt from the payment of all sales, use and excise taxes.

**(b) DISCOUNTS:** Cash discount for prompt payment shall not be considered in determining the lowest net cost for bid evaluation purposes.

**(c) MISTAKES:** Bidders are expected to examine the conditions, scope of work, bid prices, extensions, and all instructions pertaining to the services involved. Failure to do so will be at the bidder's risk.

**(d) INVOICING AND PAYMENT:** All vendors must have on file a properly executed W-9 form with their Federal Employer Identification Number prior to payment processing.

Vendors shall submit properly certified original invoices to:

Finance & Accounting  
12424 Research Parkway, Suite 300  
Orlando, Florida 32726-3249

Invoices for payment shall be submitted in sufficient detail for a proper pre-audit and post-audit. Prices on the invoices shall be in accordance with the price stipulated in the contract at the time the order is placed. Invoices shall reference the applicable contract and/or purchase order numbers. Invoices for any travel expenses shall be submitted in accordance with the State of Florida travel rates at or below those specified in Section 112.061, Florida Statutes and applicable UCF policies. Travel Reimbursement must be made using the UCF Voucher for Reimbursement of Traveling Expenses available on the web at <http://www.fa.ucf.edu/forms/forms.cfm#>.

Final payment shall not be made until after the contract is complete unless the University has agreed otherwise.

**Interest Penalties:** Vendor interest penalty payment requests will be reviewed by the UCF ombudsman whose decision will be final.

**Vendor Ombudsman:** A vendor ombudsman position has been established within the Department of Finance & Accounting. It is the duty of this individual to act as an advocate for vendors who may be experiencing problems in obtaining timely payments(s) from the University of Central Florida. The Vendor Ombudsman can be contacted at (407) 823-1040 or by mail at the address in paragraph 4.(d) above.

The ombudsman shall review the circumstances surrounding non-payment to determine:

- if an interest payment is due;
- the amount of the payment; and
- shall ensure timely processing and submission of the payment request in accordance with University policy.

**5. CONFLICT OF INTEREST:** Submission of this Invitation to Bid (ITB) shall certify that the Bidder is aware of the requirements of Chapter 112, Florida Statutes and in compliance with the requirements of Chapter 112, Florida Statutes and other laws and regulations concerning conflicts of interests in dealing with entities of the State of Florida. The Bidder certifies that its directors and/or principal officers are not employed and/or affiliated with the University unless a current Conflict of Interest (Report of Outside Activity/Employment) form has been completed, executed by such director or officer and approved in accordance with applicable University policies or rules. Violation of this section by the Bidder shall be grounds for rejection of the bid or the cancellation of any contract or purchase order resulting from this ITB, without penalty to the University of Central Florida. No person or firm who receives a contract to perform a feasibility study for potential implementation of a subsequent contract, participates in the drafting of a competitive solicitation, assist in design or develops a program for future implementation shall be eligible to contract with the University of Central Florida for any project dealing with that specific subject matter. Bidders must disclose with their bids any such conflict of interest dealing with that specific subject matter in accordance with chapter 255,FS.

**6. AWARDS:** At the sole discretion of the University of Central Florida, the right is reserved to reject any and all bids or waive any minor irregularity or technicality in bids received. Bidders are cautioned to make no assumptions unless their bid has been evaluated as being responsive. Product substitutions may be submitted for evaluation of equivalency unless

specifically indicated otherwise. Bidders shall have burden of proof of equivalency.

**7. GOVERNMENTAL RESTRICTIONS:** In the event any governmental restrictions may be imposed which would necessitate alteration of the material quality of the services offered on this bid performance of the items offered on this bid prior to their completion, it shall be the responsibility of the successful bidder to notify the purchaser at once, indicating in writing the specific regulation which requires an alteration. The University of Central Florida reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no expense to the University.

**8. LEGAL REQUIREMENTS:** Applicable provisions of all federal, state, county and local laws, and of all ordinances, rules and regulations shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the University of Central Florida, by and through its officers, employees and authorized representatives, or any other person, natural or otherwise: and lack of knowledge by any bidders shall not constitute a cognizable defense against the legal effect thereof.

**9. ADVERTISING:** In submitting a bid, the Bidder agrees not to use the results therefrom as a part of any commercial advertising.

**10. ASSIGNMENT:** Any contract or purchase order issued pursuant to this Invitation to Bid and the monies which may become due thereunder are not assignable, except with the prior written approval of the University of Central Florida. Under no circumstances shall the Bidder assign to a third party any right or obligation of the Bidder pursuant to any contract or purchase order resulting from this Invitation to Bid, without prior written consent of the University. If the Bidder is, or during the term of this Invitation to Bid or during the term of any contract or purchase order resulting from this ITB becomes an individual on the payroll of the State of Florida, the Bidder represents that he or she has complied with all applicable provisions of the Florida Statutes and Florida Administrative Code regarding outside or dual employment and compensation.

**11. FACILITIES:** The University reserves the right to inspect the Bidder's facilities at any time with prior notice.

**12. PUBLIC RECORDS:** Any contract or purchase order issued pursuant to this Invitation to Bid may be canceled unilaterally by the University for refusal by the Bidder to allow public access to all papers, documents, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Bidder in conjunction herewith or any contract or purchase order issued pursuant to this Invitation to Bid.

**13. RECORDS:** The Bidder agrees to keep and maintain, separate and independent records, in accordance with generally accepted accounting principles, devoted exclusively to its obligations and activities pursuant to a contract or purchase order issued pursuant to this Invitation to Bid. Such records (including books, ledgers, journals, and accounts) shall contain all entries reflecting the business operations under a contract or purchase order issued pursuant to this Invitation to Bid.. University or its authorized agent shall have the right to audit and inspect such records from time to time during the term of a contract or purchase order issued pursuant to this Invitation to Bid, upon reasonable notice to the Bidder.

## Introduction

The objective of this Invitation To Bid (ITB) is to obtain the services of a qualified firm to collect and dispose of non-hazardous solid waste and recycling safely from all locations listed in the specification starting on page 11 below. Vendor will be responsible for providing trash removal equipment as outlined in the specifications.

1. POSTING OF BID TABULATIONS:
  - A. Bids will be opened at the Purchasing Department at the assigned date and time identified in this ITB.
  - B. Bid tabulations will be posted at such time as the Purchasing Department provides notice of intended decision or until 30 days after a public opening of the bids, whichever is earlier. Per state statute 119.071(2), **bidder's prices will not be identified at the bid opening.**
  - C. Notice of a decision or intended decision of award will be posted for a period of 72 hours.
  - D. Failure to file a protest within the time prescribed in UCF Regulation 7.130(5) shall constitute a waiver of proceedings under that regulation.
2. BID OPENING: Bids will be received and opened **June 20, 2013 at 2:00pm** in the Purchasing Department, Orlando Tech Center, 12479 Research Parkway, Bldg. 600, Orlando, Florida. Time of opening will be local date and time at this location. Bidders will submit an original and two (2) electronic copies. CD or Flash Drive preferred. ITB DOCUMENTS CAN TO BE OBTAINED ONLINE AT:

<http://www.purchasing.ucf.edu/bids/index.asp>

Any vendor downloading this ITB from the Purchasing website or other source must contact this office to be added to the bidder's mailing list to ensure receipt of future related correspondences.

3. ADDITIONAL INFORMATION & QUESTIONS: We encourage questions or comments which might aid in the improvement of our existing specifications. The university will not give verbal answers to inquiries regarding the specifications, or verbal instructions prior to or after award of the bid. A verbal statement regarding same by any person shall be non-binding. The university is not liable for any increased cost resulting from the bidder accepting verbal direction. All changes, if necessary, shall be made by written addendum to the bid.

Any explanation desired by vendors must be requested of the University of Central Florida Purchasing Department in writing, preferably via email to the person below by **June 7, 2013 at 5:00pm**. Inquiries must be legible and concise and must clearly identify the bidder who is submitting the inquiry (clearly identify on cover of envelope that contents inside are only questions concerning the bid and not the actual bid response), and if an explanation is necessary, a reply shall be made in the form of a written addendum. Specifications, terms and conditions may not be changed except by formal written addendum, issued by UCF, a copy of which will be forwarded to each vendor who has received a set of the bid documents from the University. Vendors obtaining bid documents from any other source must notify the University of their name, address, telephone and facsimile numbers in order to receive any addenda. Direct all inquiries/questions, preferably via email to:

**Brian M. Sargent**  
University of Central Florida  
Purchasing Department  
12479 Research Parkway, Bldg. 600  
Orlando, Florida 32826  
Ph. 407-823-2661  
Fax 407-823-5551  
brian.sargent@ucf.edu

4. DELIVERY: Specify delivery date after receipt of order in terms of days or weeks on bid sheet. Failure to do this may be cause for rejection of the bid. Commodities delivery is to be made to UCF's Central Receiving location (UCF, Building 16E, Libra Drive, Orlando, FL 32816). When delivery is specified to a location other than the University's Central Receiving Department, vendor shall direct its carrier to telephone the University's Central Receiving Department before unloading. Delivery of all shipments shall occur between 9:00 a.m. and 4:00 p.m., Mondays through Fridays only, except on State of Florida or U.S. holidays. Indicated on the face of this Invitation to Bid is the "Delivery Desired By" date; failure to make delivery by or before "Delivery Desired By" shall be grounds for rejection of the bid .or the cancellation of any contract or purchase order resulting from this ITB, without penalty to the University of Central Florida.. The University of Central Florida is committed to sustainable practices. Palletized shipments should not exceed 1500 pounds per pallet and when possible, should be shipped on a 40"x48" pallet. Payee shall include a packing list showing contents of shipment (if shipment is made in two or more containers). No boxing, packing, installation, assembly, or similar charges (not included in the item price) will be allowed unless expressly and specifically authorized in writing by the University on the face of any purchase order or contract resulting from this ITB.
5. PARKING: The Payee shall ensure that all vehicles parked on campus for purposes relating to work resulting from this ITB shall have proper parking permits. This applies to all personal vehicles and all marked and unmarked company vehicles that will be on any University campus for one (1) day or more or on a recurring basis. All such vehicles must be registered with University's Parking Services Department, and parking permits must be purchased by the Payee. Payee's vehicle(s) shall observe all parking rules and regulations. Failure to obtain parking permits, properly display them, and otherwise comply with all of University's parking rules and regulations could result in the issuance of a parking ticket and/or towing at the expense of Payee or Payee's employees. UCF's Parking Services Department can be contacted at (407) 823-5812 for additional information pertaining to parking and parking fees/rates.
6. EMPLOYMENT OF ALIENS: The employment of unauthorized aliens by any Contractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the contract by the University without penalty to the University.
7. AVAILABILITY OF FUNDS: The obligations of the University under this award are subject to the availability of funds lawfully appropriated annually for its purposes by the Legislature of the State of Florida.
8. AWARD: Award will be on an "All-or-None" basis. The university will either accept or reject all of your offer. The university may accept your offer even if it does not include 100% of the items requested, if it is in the best interest of the university.
9. ADDITIONAL QUANTITIES: The University reserves the right to increase or decrease total quantities as necessary. The University can order additional quantities of the same commodities solicited as long as it is within 120 days after expiration of the contract resulting from this ITB. Total additional quantities, if any, are unknown.
10. CANCELLATION/TERMINATION: UCF may terminate a contract resulting from this ITB without cause on thirty (30) days' advanced written notice to the vendor. The parties to the contract resulting from this ITB may terminate that contract at any time by mutually consenting in writing. Either party may terminate the contract resulting from this ITB immediately for breach by the other that remains substantially uncured after thirty (30) days' advanced written notice to the breaching party, which notice describes the breach in detail sufficient to permit cure by the breaching party. The University shall be liable only for payment for services satisfactorily rendered or goods satisfactorily delivered and accepted from the date of commencement until the effective date of cancellation/termination.
11. TERM OF CONTRACT: The contract resulting from this ITB, if any, will be for a two (2) year period beginning approximately July 1, 2013 with UCF and the selected service/commodity(s) provider having the option to renew as mutually agreed to by both parties for two (2) one year

- renewals.
12. DEBRIS: Vendor shall be responsible for the prompt removal of all debris from the University campus which is a result of this service or delivery.
  13. PROTECTION OF PROPERTY: The successful bidder shall at all times guard from damage or loss to property of the University or of other vendors or contractors and shall replace or repair any loss or damage unless such be caused by the university, other vendors or contractors. The University may withhold payment or make such deductions as it might deem necessary to insure reimbursement for loss or damage to property through negligence of the successful bidder or his agents.
  14. QUALIFICATION OF BIDDERS: This bid will be awarded only to a responsible bidder, qualified by experience and in a financial position to provide the items specified. In order to facilitate the prompt award of this bid, the bidder shall submit with the Bid:
    - A. Experience record showing bidder's training and experience in similar work.
    - B. Must have at least three (3) years experience in solid waste removal.
    - C. Provide a List of at least 5 contracts with brief descriptions of similar work satisfactorily completed with; location, dates of contracts, names and address of owners.
    - D. Vendor must provide financial records covering the past three years.
    - E. Copy of license to do business in the State of Florida.
  15. PERFORMANCE AND PAYMENT BOND: When bid exceeds \$100,000, upon receipt of Letter of Intent and prior to issuance of a purchase order to begin work, the successful bidder shall furnish a surety bond as security for faithful performance of order(s) awarded as a result of this bid, and for the payment of all persons performing labor, and on their furnishing materials in connection therewith. Surety of such bond shall be in amount equal to the bid. The Attorney-in-Fact who signs the bond must file with the bond a certificate and effective dated copy of power of attorney.
  16. PAYEE INSURANCE. For all purchases under this ITB of \$10,000 or below, Payee will have and maintain types and amounts of insurance that at a minimum cover the Payee's (or subcontractor's) exposure in performing any contract resulting from this ITB. For all purchases that exceed \$10,000 (i.e. \$10,000.01 and up) and/or all purchases that require a UCF Safe Form, Payee will have and maintain general liability insurance of one (1) million dollars and Payee shall send a copy of Payee's insurance certificate (prior to commencement of Payee's performance or delivery hereunder) to the following address by email, fax or mail:

e-mail: [ehs@ucf.edu](mailto:ehs@ucf.edu)  
Fax: 407-823-0146  
Mail: University of Central Florida  
PO Box 163500  
Orlando FL 32816-3500

UCF has the right to deviate from any of the above insurance requirements, if UCF, at UCF's sole discretion decides to do so. If UCF decides to deviate from the above noted insurance requirements, UCF will inform the Payee in writing in those particular circumstances. Unless UCF notifies a Payee in writing that UCF is willing to deviate from the insurance requirements noted above, all of the above insurance requirements shall apply to the Payee. The University and its Board of Trustees shall be listed as additional insured on any certificate issued and the Certificate Holder is to read the following:

University of Central Florida  
Board of Trustees  
4000 Central Florida Blvd.  
Orlando FL 32816

INSURANCE, WORKER'S COMPENSATION

The Contractor/Payee/Vendor shall take out and maintain during the life of the contract resulting from this ITB, if any, Worker's Compensation Insurance for all of his/her employees connected with the work of this project and, in case any work is sublet, the Contractor/Payee/Vendor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor/Payee/Vendor. Such insurance shall comply fully with the Florida Worker's Compensation Statutes Chapter 440. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under the Worker's Compensation statute, the Contractor/Payee/Vendor shall provide, and cause each subcontractor to provide adequate insurance, satisfactory to the University, for the protection of his/her employees not otherwise protected.

17. **USE OF CONTRACT BY OTHER GOVERNMENT AGENCIES:** At the option of the Contractor/Payee/Vendor, the use of the contract resulting from this ITB, if any, may be extended to other governmental agencies, including the State of Florida, its agencies, political subdivisions, counties, and cities.

Each governmental agency allowed by the Contractor/Payee/Vendor to use the contract resulting from this ITB, if any, shall do so independent of any other governmental entity. Each agency shall be responsible for its own purchases and shall be liable only for goods or services ordered, received and accepted. No agency receives any liability by virtue of this bid and subsequent contract award.

18. **PUBLIC ENTITY CRIMES:** A person or affiliate who has been placed on Florida's convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded, or perform work as a contractor, supplier, subcontractor, or consultant under, a contract with any public entity, and may not transact business with any public entity in excess of the bid limit for that public entity, for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

19. **IDENTICAL TIE BIDS:** Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. If none, or all of the tied vendors have a drug-free workplace program, vendors with Florida as their primary location will receive preference. Failing the above, a coin flip will be used to determine the winning vendor. In order to have a drug-free workplace program, a business shall:

- A. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- B. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violation.
- C. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- D. In the statement specified in subsection (1), notify the employees that, as a condition of

working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

- E. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- F. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, my initials certify that this firm complies fully with the above requirements. Initials: \_\_\_\_\_

20. **EQUAL OPPORTUNITY STATEMENT:** The State Universities have established equal opportunity practices which conform to both the spirit and the letter of all laws against discrimination and prohibits discrimination based on race, creed, color, sex, age, national origin, marital status or religion. To be considered for inclusion as a supplier under this agreement, the bidder commits to the following:

- A. The provisions of Executive Order 11246, September 24, 1996, and the rules, regulations, and relevant orders of the Secretary of Labor are applicable to each order placed against this agreement regardless of value.
- B. If the bidder expects to receive \$10,000 in orders during the first 12 months of this agreement, a complete certificate of non-segregated facilities shall be included in the proposal response.
- C. If the bidder expects to receive \$50,000 in orders during the first 12 months of this agreement and employs more than 50 people, standard form 100 (EEOO-1) must be filed prior to March 1 of each year.
- D. If the bidder expects to receive \$50,000 in orders during the first 12 months and employs more than 50 people, a written program for affirmative action compliance must be maintained by the bidder, subject to review upon request by the user agencies of the contract resulting from this ITB.

**If you have already complied with the above, please initial:** \_\_\_\_\_

21. **WORK FOR HIRE.** Any work specifically created for the University under an agreement resulting from this ITB by the Payee or anyone working on behalf of the Payee (the term Payee shall encompass both) shall be considered a "work for hire." All designs, prints, paintings, artwork, sketches, etchings, drawings, writings, photographs, or any other work or material or property produced, developed or fabricated and any other property created hereunder, including all material incorporated therein and all preliminary or other copies thereof, (the "Materials") shall become and remain the property of the University, and, unless otherwise specifically set forth herein, shall be considered specially ordered for the University as a "work made for hire," or, if for any reason held not to be a "work for hire,"

The Payee who created, produced, developed or fabricated the Materials hereunder (or under any contract resulting from this ITB) assigns all of his/her right, title and interest in the Materials to the University. The University shall own all right, title and interest in the Materials. The Payee agrees upon request to execute any documents necessary to perfect the transfer of such title to the University. The Materials shall be to the University's satisfaction and are subject to the University's approval. The Payee bears all risk of loss or damage to the Materials until the University has accepted delivery of the Materials. The University shall be entitled to return, at the Payee's expense, any Materials which the University deems to be unsatisfactory. On or before completion of the Payee's services hereunder, the Payee must furnish the University with valid

and adequate releases necessary for the unrestricted use of the Materials for advertising or trade purposes, including model and property releases relating to the Materials and releases from any persons whose names, voices or likenesses are incorporated or used in the Materials.

The Payee hereby represents and warrants that, (a) all applicable laws, rules and regulations have been complied with, (b) the Payee is free and has full right to enter into this ITB and any contract resulting from this ITB, if any, and perform all of its obligations hereunder and under such contract, (c) the Materials may be used or reproduced for advertising or trade purposes or any commercial purposes without violating any laws or the rights of any third parties and (d) no third party has any rights in, to, or arising out of, or in connection with the Materials, including without limitation any claims for fees, royalties or other payments. The Payee agrees to indemnify and hold harmless the University and those acting for or on its behalf, the UCF Board of Trustees, the State of Florida and the Florida Board of Governors and their respective officers, agents, employees and servants from and against any and all losses, claims, damages, expenses or liabilities of any kind, including court costs and attorneys' fees, resulting from or in any way, directly or indirectly, connected with (a) the performance or non-performance of the University's order by the Payee, (b) the use or reproduction in any manner, whatsoever, or (c) any breach or alleged breach of any of the Payee's agreements or representations and warranties herein or in any contract resulting from this ITB.

22. **AMENDMENTS.** No changes or amendments to an agreement resulting from this ITB are binding on the University unless made in legible writing that is signed by an attorney in the University's General Counsel's Office and an authorized UCF signatory. Payee shall return an agreement resulting from this ITB to the University's Purchasing Department at once with a written explanation if the agreement resulting from this ITB is not acceptable in its entirety.
  
23. **EXPORT CONTROL.** The parties shall comply with all applicable U.S. export control laws and regulations, including but not limited to the International Traffic in Arms Regulations (ITAR), 22 CFR Parts 120 through 130, the Export Administration Regulations (EAR), 15 CFR Parts 730 through 799 and/or other restrictions imposed by the Treasury Department's Office of Foreign Asset Controls (OFAC), in the performance of an agreement resulting from this ITB. The parties agree that no technology, related data or information will be exchanged or disseminated under such agreement nor any collaboration conducted pursuant to such agreement, which are export controlled pursuant to the export control laws of the United States, including the EAR and the ITAR and any other applicable regulations. The Parties agree that the Payee will not provide the University with any ITAR or EAR restricted technology and/or related data, and that any ITAR or EAR restricted technologies and/or data produced in furtherance of the agreement resulting from this ITB, if any, will be in the exclusive possession of the Payee and at no time will any export controlled technologies, related data, or information be intentionally or inadvertently transferred to the University, its facilities, labs, staff, researchers, employees, officers, agents, servants or students in the performance of that agreement.

If the Payee wishes to disclose export controlled technology or technical data to the University, the Payee will, prior to disclosing any information, technical data or source code that is subject to export controls under federal law, notify the University in writing that the material is export controlled and shall identify the controls that apply. The University shall have the right to decline or limit (a) the receipt of such information, and (b) any task requiring receipt of such information. In the event the Payee sends any such technical data or product that is subject to export control, without notice of the applicability of such export control, the University has the right to immediately terminate the agreement resulting from this ITB, if any. The Payee understands and agrees that to the extent the Payee's personnel have access to work or materials subject to U.S. export controls while on University property, such personnel will meet all federal export control regulatory requirements or have the appropriate U. S. government approval.

24. **FORCE MAJEURE.** No default, delay or failure to perform on the part of UCF or the Vendor shall be considered a default, delay or failure to perform otherwise chargeable, hereunder, if such default, delay or failure to perform is due to causes beyond the Vendor's or UCF's reasonable control including, but not limited to, strikes, lockouts, actions or inactions of governmental authorities, epidemics, war, embargoes, fire, earthquake, acts of God, default of common carrier.



In the event of such default, delay or failure to perform due to causes beyond the Vendor's or UCF's reasonable control, any dates or times by which the parties are otherwise scheduled to perform shall be extended automatically for a period of time equal in duration to the time lost by reason of the cause beyond the reasonable control of the parties.

25. **INDEMNIFICATION.** Payee shall hold the University and the UCF Board of Trustees and the University's officers, employees, agents and/or servants harmless and indemnify each of them against any and all liabilities, actions, damages, suits, proceedings, and judgments from claims arising or resulting from the acts or omissions of Payee, its employees, its agents or of others under Payee's control and supervision. If any part of a delivery to the University pursuant to an agreement resulting from this ITB, if any, is protected by any patent, copyright, trademark, other intellectual property right or other right, Payee also shall indemnify and hold harmless the University and the UCF Board of Trustees and the University's officers, employees, agents and/or servants from and against any and all liabilities, actions, damages, suits, proceedings and judgments from claims instituted or recovered against the University by any person or persons whomsoever on account of the University's use or sale of such article in violation of rights under such patent, copyright, trademark, other intellectual property right or other right.
26. **INDEPENDENT CONTRACTOR.** Each of the parties is an independent contractor and nothing contained herein shall constitute or designate any of the employees or agents of one party as employees or agents of the other party.
27. **NO JOINT VENTURE.** Nothing contained in an agreement resulting from this ITB, if any, shall be construed to create a joint venture, partnership, or other like relationship between the parties.
28. **LEASED EQUIPMENT.** The risk of loss or damage to leased equipment, goods or property shall not transfer to the University except as provided in §680.219, Florida Statutes. Any security interest in the leased equipment, goods or property granted to Payee contrary to AGO 79-72 and AGO 80-9 is null and void. Limitation of remedies provisions, which are unconscionable under applicable Florida law, are void.
29. **MATERIAL SAFETY DATA SHEET (MSDS).** In compliance with Florida Statutes, Ch. 442, a Material Safety Data Sheet (MSDS) must accompany any applicable item delivered under an agreement resulting from this ITB, if any.
30. **WAIVER/REMEDIES.** No failure or delay by a party hereto to insist on the strict performance of any term of an agreement resulting from this ITB, if any, or to exercise any right or remedy consequent to a breach thereof, shall constitute a waiver of any breach or any subsequent breach of such term. No waiver of any breach hereunder shall affect or alter the remaining terms of such agreement, but each and every term of such agreement shall continue in full force and effect with respect to any other then existing or subsequent breach thereof. The remedies provided in an agreement resulting from this ITB, if any, are cumulative and not exclusive of the remedies provided by law or in equity.
31. **DISPOSITION OF BIDS; FLORIDA PUBLIC RECORDS LAW COMPLIANCE**

All bids become the property of the State of Florida, and the State of Florida shall have the right to use all ideas, and/or adaptations of those ideas, contained in any bid received in response to this solicitation. Any parts of the bid or any other material(s) submitted to UCF with the bid that are copyrighted or expressly marked as "confidential", "proprietary", or "trade secret", will only be exempted from the "open records" disclosure requirements of Chapter 119, Florida Statutes, if Florida law specifically recognizes these materials as exempt from disclosure. Thus, the mere designation as "confidential", "proprietary", or "trade secret" by a vendor does not ensure that such materials will be exempt from disclosure. In the absence of a specific Florida statute exempting material from the public records law, UCF is legally obligated to produce any and all public records produced or received in the course of conducting university business, irrespective of any designation by the vendor of those same records as "confidential", "proprietary", or "trade secret." The ultimate determination of whether a vendor's claim of "confidential," "proprietary" or "trade secret" will support an exemption from disclosure will be made by UCF or, potentially, a court. UCF's selection or rejection of a bid will not affect this provision.

32. COMPLIANCE: The parties shall at all times comply with all applicable ordinances, laws, rules and regulations of local, state and federal governments, or any political subdivision or agency, or authority or commission thereof, which may have jurisdiction to pass laws, ordinances, or make and enforce rules and regulations with respect to the parties.

Vendors shall certify below that they are in good standings to conduct business in the State of Florida. **The awardee of any contract resulting from this solicitation shall forward a certification of good standing. The certifications must be submitted to the UCF Purchasing Department prior to providing any goods or services required under the resulting contract.** Noncompliance with this provision may constitute rejection of bids or termination of a contract at UCF's sole discretion.

#### CERTIFICATION

I certify that the company submitting a bid under this solicitation in is compliance with all applicable laws to conduct business in the State of Florida, is in good standings and will provide a certificate of good standings from the State of residence prior to initiating any performance under any contract resulting from this solicitation.

Company: \_\_\_\_\_

Authorized Representative's Name: \_\_\_\_\_

Authorized Representative's Signature: \_\_\_\_\_

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

**SPECIFICATIONS FOR  
RECYCLING & SOLID WASTE  
DISPOSAL INVITATION TO BID  
July 1, 2013 – June 30, 2015**

**I. SCOPE:**

The work shall include collection and disposal of non-hazardous solid waste and recycling at the following locations in accordance with other sections of this specification: (A) University of Central Florida, 4000 Central Florida Blvd., Orlando, FL 32816; (B) Central Florida Research Park 12424 Research Pkwy, Orlando, FL 32826 (C) Rosen College of Hospitality Management, 9907 Universal Blvd., Orlando, FL 32819; (D) UCF Housing Warehouse, 150 Park Road, Oviedo, FL 32765; (E) Lake Nona Health Sciences Campus, 7022 Lake Nona Blvd, Orlando, FL 32827 (F) Pegasus Health 3400 Quadrangle Blvd Orlando, FL 32827 (G) UCF Athletics Rowing Center 18011 Lake Pickett Rd. Christmas, FL. 32709

**II. INTENT:**

The objective of this Invitation To Bid is to obtain the services of a qualified firm to collect and dispose of non-hazardous solid waste and recycling safely from all locations listed in the SCOPE section above. Services and equipment to be furnished under the resulting contract from this solicitation include, but are not restricted to: all collection vehicles, all materials and labor, collection containers, compactors, fullness monitor systems, trailer(s) hand rails, ramps, maintenance and repair, pressure washing, deodorizing, compactor deodorizers, opening and closing gates as needed, removal and disposal of non-recyclable waste, recycling of recyclable materials, monthly billing and weekly reporting of tonnage amounts of all solid waste and recycling removed from campus. All invoice reporting each month will be provided to the University Solid Waste Manager (SWM) by the 10<sup>th</sup> day of the next month of service. Solid waste and recycling weight reporting will be provided to the SWM weekly by 12PM noon Tuesday. Equipment that is broken or malfunctioning may not disrupt University service and will be repaired or replaced with like equipment within forty-eight (48) hours of notification at the contractor's expense. The University reserves the right to increase or decrease the number of containers, size of containers, schedule of pick-ups, per the bid pricing to meet the needs of the University. The pricing on this ITB and the resulting contract shall be considered fixed pricing for the duration of the agreement.

**III. FRONT LOAD DUMPSTERS:**

A. All dumpsters must be painted architectural bronze, Glidden Semi-Gloss #4206 or equivalent with the color approved by the UCF representative. Architectural bronze paint should maintain its gloss and durability and dumpsters must be repainted when paint starts to fade and discolor. Dumpster signage should read:

1. Identification number(s) of each container according to the University Unit Number listed on the Dumpster Bid Sheet.
2. Pick up day(s) in three (3) inch, weather-resistant lettering

3. “No Parking”
4. “Keep Out”
5. “Landfill”
6. No advertising other than contractor company logo.

B. Front Load Dumpster Construction:

1. The dumpsters shall be fabricated from 12-gauge (or thicker) steel on the ends and the walls. The outside shall be fabricated from 10-gauge (or thicker) steel to ensure against water or liquid seepage and have a rain plug in bottom. The units must have black plastic lids to maintain a neat and clean appearance.
2. Overall depth (front and back) dimensions of the containers shall allow for users to easily walk around the dumpster. The dumpster must fit safely within the gated enclosure, allowing for gates to be opened and closed as needed.
3. Overall width of the container body shall not exceed seventy two (72) inches.
4. Two (2), three (3), and four (4) cubic yard containers shall be equipped with black plastic lids. Plastic lids must be kept in good (no cracks or breaks, no broken hinges) working condition. Loading heights must be 49 inches or less.
5. All six (6) and eight (8) cubic yard containers shall be slant type containers and will have black plastic lids and doors. Residential communities will require “Straight Eights” for better accessibility. All doors and lids must be kept in good (no cracks or breaks, no broken hinges) working condition.
6. Old Corrugated Cardboard (OCC) recycling dumpsters will be of a straight type 8 cu. yd. container, with locked side doors, locking lids, and a double slotted front. Double slotted containers allow for ease of loading for people and allows for viewing the contents of the container. All other specifications regarding dumpster construction listed above apply.

**IV. FRONT END LOADING COMPACTION TRUCKS:**

Front end loading compaction trucks shall be steel with lids, liquid-tight front-end loading units, capable of handling containers sized from two (2) cubic yards to eight (8) cubic yards. The unit shall be clean (free from dirt or stain) and sanitary (free from dirt and bacteria), of neat (orderly and clean) appearance and equipped with a washout system capable of cleaning, deodorizing and sanitizing all containers. Front end loading compaction trucks and containers must be equipped to ensure that there is no spillage and blowing of waste materials while the container is being dumped. The contractor will pick up any and all waste or spillage incurred while servicing each dumpster. Each front end loading compaction truck utilized for waste or recycling must weigh each front load dumpster as collected and record the weight. These weight amounts will be reported weekly by 12 PM noon Tuesday of the following week to the UCF SWM. Weight recording needs to begin at the execution of the contract and can be in the form of a simple excel

spreadsheet. Recycling compaction trucks must be marked with recycling logos, and the UCF Recycles logo.

**V. COMPACTORS:**

- A. It is in the interest of the contractor to haul compactor units that are full, saving them and their customer's time and money. Compactors will be equipped with Fullness Monitor systems installed at the waste compactor site, such as or comparable to the Waste Edge 100 offered by One Plus Corp. Units must be wireless and programmable. Units must be able to automatically send container status reports to management as well as the contractor. The specified weight/pressure that is to be considered "Full" will be determined by the University SWM and the contractor. This agreement as to what weight/pressure limit is set as "Full" will be in writing for each compactor, ensuring that the compacted tonnage can in fact be compacted and hauled safely by the contractor.
- B. Compactor pick up frequency, for the purposes of this bid, the following worksheet(s) will read "As Requested" with the understanding that the contractor and the University SWM will determine the "Full" weight as shown by the compactor monitor. Once the compactor weight is determined as "Full" by the monitor, this will initiate the request for the compactor to be emptied, or may be ordered by the SWM as needed. Vendor response time will be no more than the following business day.
- C. All compactors must be painted architectural bronze, Glidden Semi-Gloss #4206 or equivalent with the color approved by the UCF representative. Architectural bronze paint should maintain its gloss and durability and compactors must be repainted when paint starts to fade and discolor. Compactor signage will read:
1. Identification number(s) of each container according to the University Unit Number listed on the Compactor Inventory Sheet.
  2. Pick up day(s) in three (3) inch weather-resistant lettering, if applicable.
  3. "No Parking"
  4. "Keep Out"
  5. "Landfill"
  6. No advertising other than contractor company logo.
- D. Compactor Specifications:
1. All compactors must not leak liquids and will be equipped with an automatic deodorizing system.
  2. The charge box will have a 1.9 cubic yard capacity or larger.
  3. The compactor will be operated by key and have two packing cycle options: 1) automatic continuous cycle and 2) manual cycle. Compactor keys will be provided by the contractor.
  4. The University will supply power to a power disconnect near the unit. The contractor will provide remote power pack for compactor and installation.
  5. Campus use requires three types of functions: a) ground loading; b) dock loading, will need ramp, safety gate, hand rails, and a safety operating switch that meets

regulation specifications; c) ground load trailer loading. All compactors will be equipped with a safety stop switch, a safety door switch, and a reverse mode of operation.

6. All compactors will be OSHA/ANSI compliant. The contractor will not be allowed to install equipment that violates any safety regulations.

E. Hauls:

Hauls shall be determined by the compactor fullness monitor system or the SWM upon request. Tonnage receipts from the landfill will be reported to the SWM weekly and will be included with the monthly invoices. Landfill receipts must show the weights with the location of campus service (i.e., Arena, Student Union, etc.). In addition, tonnage amount of recycled materials will be reported weekly. Contractor will provide the University with a fair market rebate on any recycling materials collected in the contractor's recycling equipment.

F. Locations:

Compactors are located at various sites on the main campus, 4000 Central Florida Blvd., Orlando, FL. 32816 and Lake Nona Health Sciences Campus, 7022 Lake Nona Blvd, Orlando, FL. 32827.

G. Number of Units:

Currently, the University requires five (5) compactors: four (4) ground loading and one dock loading unit. The number of units will increase or decrease as the needs of the University change.

**VI. GROUND LOAD, TRAILER-TIPPING COMPACTOR AND TRAILER WITH TIPPER**

Eight (8) cubic yard entrainable solid waste and/or recycling trailer with dual function (waste carts, or steel fifty-five(55) gallon barrels) hydraulic dumper with integral 12 volt power unit and manual actuation control. Please see Attachment "A" for General Equipment Specifications.

**VII. ROLL-OFF BOXES (30 CUBIC YARD OPEN TOP)**

- A. Any 30 cubic yard open top roll-off box used by the University must be painted architectural bronze, Glidden Semi-Gloss #4206 or equivalent with the color approved by the UCF representative. Architectural bronze paint should maintain its gloss and durability and roll-off boxes must be repainted when paint starts to fade and discolor. Roll-off box signage should be weather-resistant and read:

1. "No Parking"
2. "Keep Out"
3. "No Hazardous Waste"

4. "No Recyclables In This Container"
  5. "Landfill"
  6. No advertising other than contractor company logo.
- B. One unit is on campus full time for agricultural/organic waste and others will be requested as needed. 30 cubic yard open top, roll-off boxes are priced a flat rate fee per pick up, no tonnage or monthly rental fees will be charged to the University. However, tonnage reports for all roll offs hauled by the contractor must be reported weekly to the SWM.
- C. Contractor shall supply 10, 20 or 30 yard roll-off landfill roll-off boxes for special events such as football games, construction and demolition projects on campus, etc. If the contractor is asked to provide a roll-off for construction and demolition projects, the contractor will recycle all materials possible with final weights reported back to the University SWM.
- D. Rebates from recycled materials hauled by the contractor will be awarded to the University in full minus hauling fees. Flat rate fees for special event roll-off boxes must be billed on a separate invoice. Tonnage reports for all roll-offs hauled by the contractor must be reported weekly to the SWM.

**VIII. GENERAL SERVICE REQUIREMENTS FOR FRONT LOAD DUMPSTERS, COMPACTORS AND 30 CUBIC YD. ROLL-OFF OPEN TOP BOXES:**

- A. The contractor shall complete pick-ups of dumpsters and compactors by 7:00 a.m. Residential communities will receive the final, end of the route pick up. The contractor will assign an operations manager who will respond to all service needs of the University during regular business hours, Monday through Friday (7:00am – 5:00pm). The contractor will provide a 24 hour emergency contact, toll free phone number that the University can use to conduct emergency and routine business. All service requests from UCF will be completed in 24 hours or less, unless sufficient reasons for delays are provided by the contractor.
- B. The University reserves the right to increase or decrease the number of containers, size and shape of containers, schedule of pick-ups, etc. per the bid pricing to meet the needs of the University. Additional units may be required for University events. These units must be provided three days prior to the event and picked up as needed. The University reserves the right to temporarily omit scheduled pick-ups during times when they are not needed, by giving advance notice and the contractor shall not charge for these omitted pick-ups. Situations when the regular scheduled pick-ups may be omitted are holidays, University closings, summer move-ins and move-outs, etc.
- C. The University shall have the right to inspect and approve or disapprove of any equipment placed on the premises at any time. Items not meeting specifications or posing safety concerns shall be immediately removed from the University and replaced with the proper equipment at no extra charge.

- D. It shall be a requirement of this agreement that all containers be maintained in a clean, reliable and sanitary condition complying with all state, county, and local health department laws, rules and regulations. Units must not leak and the contractor will be responsible for clean-up of any spillage on campus from loading or hauling. Collection containers must be pressure washed/cleaned and deodorized at a minimum of one time per year or as needed, determined by the University SWM. Food service dumpsters may need to be cleaned more frequently.
- E. The contractor shall be responsible for picking up, hauling away from the premises, and disposal of all trash and garbage to a state approved off-campus disposal site, recycling center or incinerator location. All contractor vehicles must be presentable, free from defect, and as unobtrusive to the University as possible. Pick up time will be as early as feasible to avoid heavy morning traffic. All contractor vehicles must observe all University parking and driving conditions and regulations while on any campus.
- F. Recycling:  
The University requires additional containers to be used in the University's recycling program. The contractor must supply recycling containers, as needed, for Old Corrugated Cardboard (OCC). All 8 cu. yd. Old Corrugated Cardboard recycling dumpsters will have locked side doors, locked lids, and a double slotted front. The double slotted front is for the ease of our customers as well as enabling the SWM and staff to view the contents of the container. The University will pay a fixed monthly fee for each container. The University SWM can direct the contractor to haul to designated vendors for the recycling of materials if requested; otherwise the contractor can haul the OCC to a recycler of their choice. Rebates that are received for these recycled materials will be provided directly back to the University. Contractor will only be responsible for recycling and solid waste collected from their containers. The University reserves the right to recycle in any other manner with any other vendor, any product that is not put into the contractor's containers. The University in partnership with the selected contractor will recycle materials in accordance with Florida Statutes, Title XXIX, 403.714 (Public Health, Environmental Control, Resource Recovery and Management) and UCF policies.
- H. Delivery:  
The contractor shall start full service operations over a one (1) week period of time within thirty (30) days of the contract award. Placement of new containers and compactor units shall be coordinated with the UCF SWM and the previous solid waste contractor to allow for continuous service.
- I. Fees and Licenses:  
Any and all permits, licenses, environmental fees, or franchise fees imposed by local governmental bodies, such as city, county, state, etc., will be the responsibility of the contractor. These costs will not be passed on to the University.
- J. Billing & Reporting:  
At the end of each month, the contractor will provide a monthly invoice by the 10<sup>th</sup> day of the next month with itemized charges as per 2013 bid sheets. Each monthly invoice will also show a monthly grand total stating location and charge for each container site. Billing must be submitted in one of the two acceptable electronic formats: EDI 810 or



Flat File. UCF prefers invoicing be formatted as a standard EDI 810 invoice, but we are willing to accept any other machine readable comma-delimited or fixed field length flat file. If providing an EDI 810 formatted invoice, we can accept delivery of the 810 files via VAN or SFTP, otherwise if flat file, invoicing must be transferred via SFTP. If SFTP is chosen for either format, the file can be available for pickup on the vendor's FTP site or placed on an ftp server chosen by the university. All bill components and usage values currently found on the paper bills must be included in whichever electronic format is provided. If Game Day or special event containers are used, they must be billed on a separate invoice. The University will process the invoices in a manner that should provide payment thirty (30) days after receipt of a properly prepared invoice. Monthly invoices must be separated by (A) front load solid waste dumpsters, (B) roll-offs & compactors, (C) all recycling containers.

1. Charges:

- a. Front load dumpsters: Charged flat rate pricing based on submitted bid sheets. Tonnage is not charged on front load dumpsters. Monthly rental fees are not assessed for front load dumpsters.
- b. Compactors: Charged a monthly rental charge, a haul charge and a landfill tipping fee for tonnage.
- c. Open top, roll-off boxes: Charged a per dump fee. Tonnage is not charged on open top roll-off boxes. Monthly rental fees are not assessed for open top roll-off boxes.
- d. Recycling containers:
  - (I) Old Corrugated Cardboard (OCC) front load dumpsters will be charged flat rate pricing based on submitted bid sheets. Tonnage is not charged on OCC dumpsters. A monthly rental fee is not charged for front load dumpsters. Rebates for OCC will begin upon the execution of the successful bid. Rebates will be based upon weight of material recycled and will be based on current fair market value.
  - (II) If the University decides to use a contractor provided roll-off recycling box, it will be charged a per dump fee. Tonnage is not charged on open top roll-off boxes. A monthly rental fee is not charged for open top roll-off recycling boxes.
  - (III) If the University decides to use a contractor provided recycling compactor for recycling, it will be charged a monthly rental charge and a hauling fee. No landfill tipping fee will be charged on a recycling compactor.

2. The contractor will provide the University with a weekly report of all solid waste tonnage removed from campus from front load dumpsters, compactors and 30 cubic yard open top roll-off boxes. This is not optional and will begin at the execution of a bid.
3. The contractor will provide the University with a weekly report of all recycling tonnage that has been diverted from campus solid waste collection.
4. Cleaning, maintenance, and repair of all containers are included in the base bid and are not to be billed as separate charges to the University.
5. The University does not pay fuel surcharges.

- K. **Landfill Tipping Fees:**  
If the landfill tipping fees are increased during this contract, the University will consider price increases submitted by the contractor on tonnage generated by the compactors. The vendor must provide documentation to the University for review and verification. The Director of Purchasing is the only entity entitled to approve of a price change. Providing an increase is approved, the contractor will receive written notification. The University will not pay more than the tipping fee imposed upon the contractor by Orange County landfill. The University is a potential signatory of an Inter-local agreement for use of the county solid waste management system. The contractor will be obligated to haul all campus generated solid waste to the Orange County landfill. Disposal Fees are dictated by this agreement and will be effective on calendar year 2014.
- L. The University and the vendor agree that any extraordinary price increases or decreases, or any market fluctuations for third party expenses may occur. Both parties agree that any price changes must be submitted to Purchasing for consideration. Purchasing will determine if the price changes are subject to review and possible renegotiation for those price changes. Final acceptance and approval of any price changes must be approved in writing from the Director of Purchasing. The University Purchasing department will review the vendor's request for a price adjustment and will notify the vendor with a final decision.
- M. Hauling summary for fiscal year 2012, including Game Day events, student move-ins and outs, special events as well as day to day movement of recycling and solid waste materials:
1. **Compactors** –302 hauls
  2. **Solid Waste Roll-offs** – 52 hauls
  3. **Recycling Roll-offs** –461 hauls

**IX. FACILITIES AND SAFETY LANGUAGE RELATING TO BACKGROUND CHECKS, E-VERIFY, ETC.**

As defined by University Regulation UCF-7.102(22) the Contractor warrants that it is not on the convicted vendor list for a public entity crime committed within the past thirty-six (36) months. The Contractor further warrants that it will neither utilize the services of, nor contract with, any contractors, subcontractors, professionals, suppliers, employees, agents or representatives or any other person or entity in excess of fifteen thousand dollars (\$15,000.00) in connection with this Project for a period of thirty-six (36) months from the date of their being placed on the convicted vendor list.

- A. **Criminal Background Screening for Any Person assigned to UCF facility/site**
- Contractor agrees to perform or have performed, at Contractor's expense, a Level 2 criminal background screening pursuant to Florida Statutes s. 435.04, for each employee, subcontractor, contractor, agent or representative intended to perform work at a facility or site owned or controlled by UCF. Contractor agrees that this Level 2 criminal background screen will have been performed no more than ninety (90) days prior to the assignment of the employee, subcontractor, contractor, agent or representative to the UCF facility or site for work. Contractor acknowledges that this obligation may require re-

screening of previously screened employees, agents, etc.

Contractor agrees to require its employees, subcontractors, contractors, agents and representatives to inform Contractor of any prosecutions or convictions for any criminal offense listed in Florida Statutes s. 435.04 as soon as practicable. Contractor will remove any individual subject to prosecution or conviction for any criminal offense listed in Florida Statutes s. 435.04 from UCF facilities/sites immediately upon learning of such prosecution or conviction.

Failure to comply with these criminal background screening and reporting requirements is a breach of the Agreement and UCF, at its discretion, may terminate the contract. If UCF terminates Agreement with Contractor for breach of the criminal background screening and reporting requirements, Contractor will be responsible for all damages incurred as a result of said termination.

**B. Civil Litigation Involving Contractor**

Contractor warrants that it is not current the subject, whether as plaintiff or defendant, of any civil litigation that would materially impair its ability to perform all of its obligations under this Agreement. If Contractor becomes the subject of civil litigation, whether as plaintiff or defendant, during the term of this Agreement, Contractor will inform UCF as soon as practicable. If Contractor fails to inform UCF of civil litigation in violation of this provision, UCF may unilaterally terminate the Agreement and, if so, Contractor will be responsible for the cost incurred as a result of said termination.

**C. Drug Testing**

UCF is a drug-free workplace and school environment. Contractor warrants that it has, or will have prior to performing work under this Agreement, a drug-testing program in place that complies with applicable law.

**D. E-Verify**

UCF is an E-Verify employer. If the Contractor is not enrolled as a Contractor in E-Verify at the time of contract award, the Contractor must enroll within thirty (30) calendar days of the execution of this document and provide confirmation of enrollment to the Owner in writing. For each Contractor employee, subcontractor, contractor, agent, or representative assigned to perform work on the contract, verification must be performed within ten (10) calendar days of the effective date of this Agreement or Contractor's enrollment in E-Verify, whichever date comes first. Contractor must provide confirmation of enrollment in E-Verify to UCF.

**F. Contract Flow-Through Terms**

The Contractor agrees to incorporate the substance of the foregoing clauses (A through E) in all subcontracts under this contract which exceed \$15,000.

**Bid Sheet A**  
**Solid Waste/Recycling - Front Load Dumpster Worksheet**

Please bid on all sizes and frequencies listed below. Enter your monthly price in the corresponding box of the worksheet.

Dumpster Size	Monthly Price Based on Weekly Frequency						One Extra Pick Up
	1 Time	2 Times	3 Times	4 Times	5 Times	6 Times	1 Time
2 yard							
4 yard							
6 yard							
8 yard							
10 yard							

**Follow these instructions to complete the Solid Waste Front Load Dumpster Bid Sheet located on the next two pages:**

1. The dumpsters are listed by size and then frequency.
2. Refer to the Solid Waste/Recycling Front Load Dumpster Worksheet on this page and list the corresponding monthly bid price on the Solid Waste Front Load Dumpster Bid Sheet on pages 21 and 22.
3. Note that some location pick-ups have multiple dumpsters of the same size. Fill in the extended price for all dumpster locations.
4. Total the extended prices and enter the monthly total for all current dumpsters.
5. Multiply the monthly total times 12 to calculate the annual price.

## Solid Waste - Front Load Dumpster Bid Sheet B

Listed by Dumpster Size & Frequency

No.	Location	Pick-up Days/Week	Capacity Size	Frequency Per Week	No. of Units	Monthly Bid Price	Extended Price
1	BPW Scholarship House	F	2 yd	1	1	\$	\$
2	Rec & Wellness Center	T. F.	8 yd	2	1	\$	\$
3	CREOL	6 days	2 yd	6	1	\$	\$
4	Rec. Services Lake Claire Park	T.	4 yd	1	1	\$	\$
5	Engineering Field Lab	T.	4 yd	1	1	\$	\$
6	Barbara Ying/ Multicultural-Multilingual	F. M.	4 yd	2	1	\$	\$
7	Print Shop	M. Th.	4 yd	2	1	\$	\$
8	Recreation & Wellness	F	4 yd	1	1	\$	\$
9	Public Safety	T. Th. S.	6 yd	3	1	\$	\$
10	Athletics Women's Softball	F.	6 yd	1	1	\$	\$
11	Facilities & Safety Parking lot	T. Th.	6 yd	2	1	\$	\$
12	Student Union Dock 2	6 days	6 yd	6	1	\$	\$
13	Sigma Chi 4418/GC	M. Th.	6 yd	2	1	\$	\$
14	Kappa Delta 4303/GP	M. Th.	6 yd	2	1	\$	\$
15	UPI Retail I Food Court	6 days	6 yd	6	1	\$	\$
16	Pi Beta Phi 4304/GP	M. Th.	6 yd	2	1	\$	\$
17	Alpha Tau Omega 4419/GC	M. Th.	6 yd	2	1	\$	\$
18	Rosen School Housing	T. Th. S.	6 yd	3	2	\$	\$
19	Alpha Delta PI 4207/GP	M. Th.	6 yd	2	1	\$	\$

Continued on next page

No.	Location	Pick-up Days/Week	Capacity Size	Frequency Per Week	No. of Units	Monthly Bid Price	Extended Price
20	Alpha Xi Delta 4101/GP	M. Th.	6 yd	2	1	\$	\$
21	Tri Delta 4220/GP	M. Th.	6 yd	2	2	\$	\$
22	Zeta Tau Alpha 4202/GP	M. Th.	6 yd	2	1	\$	\$
23	Lake Claire Apartments	T. Th. S.	6 yd	3	14	\$	\$
24	Partnership I	T. Th. S.	6 yd	3	1	\$	\$
25	Bus.Svcs. Marketplace	6 days	8 yd	6	2	\$	\$
26	Ferrell Commons/Student Union	6 days	8 yd	6	1	\$	\$
27	Apollo Community	6 days	8 yd	6	1	\$	\$
28	Athletics Baseball	M. W. S.	8 yd	3	1	\$	\$
29	Wayne Densch Sports Center	T. Th. S.	8 yd	3	1	\$	\$
30	Athletics/38/39 - Rec. Services	6 days	8 yd	6	1	\$	\$
31	Business Services JTWC	6 days	8 yd	6	2	\$	\$
32	Academic Village I	6 days	8 yd	6	4	\$	\$
33	Academic Village II	6 days	8 yd	6	5	\$	\$
34	Academic Village III	6 days	8 yd	6	2	\$	\$
35	Rosen School Hospitality Mgmt.	6 days	8 yd	6	2	\$	\$
36	Partnership II	T. Th. S.	6 yd	3	1	\$	\$
37	Athletics Football Stadium	T.	8 yd	1	1	\$	\$
38	Housing Warehouse	T.	8 yd	1	1	\$	\$
39	Lake Nona College of Medicine	5 days	8 yd	5	1	\$	\$
40	Bennett Research I	T. Th.	4 yd	2	1	\$	\$
41	Bennett Research II	Th.	8 yd	1	1	\$	\$
42	Partnership III	T. Th. S.	6 yd	3	1	\$	\$
43	UCF Greek House #409	M. Th.	6 yd	2	1	\$	\$
44	UCF Greek House #411	M. Th.	6 yd	2	1	\$	\$
45	Athletics Boathouse	On-call	8 yd		1	\$	\$
46	Libra Housing	6 days	8 yd	6	2	\$	\$
47	Towers Community I II III IV	6 days	8 yd	6	4	\$	\$
48	Pegasus Health Center	F.	8 yd	1	1	\$	\$

**Monthly Total**      \$

**Annual Total**      \$ x 12

### Current Compactor Inventory and Frequency

All current compactors on campus are 30 cubic yards.

Compactors with fullness monitor systems will be emptied as necessary.

Location	Unit Number	Loading Type or Special Equipment Required	Pick-up Days/Week	Estimated Average Pick-ups per Month	Possible Pick-ups/Year
Arena	1	Ground Loading	As Requested	1	12
UPI Retail II	2	Ground Loading	As Requested	2	24
Lake Nona Burnett Biomedical Sciences	3	Ground Loading	As requested	1	12
<b>Subtotal:</b>				4	48

Location	Unit Number	Loading Type or Special Equipment Required	Pick-up Days/Week	Estimated Average Pick-ups per Month	Possible Pick-ups/Year
Student Union	4	Dock Loading (with ramp, handrails, safety gate, safety switch)	M. Th.	8	96
<b>Subtotal:</b>				8	96

Location	Unit Number	Loading Type or Special Equipment Required	Pick-up Days/Week	Estimated Average Pick-ups per Month	Possible Pick-ups/Year
Facilities & Safety	5	Trailer tipping	T. F.	8	96
<b>Subtotal:</b>				8	96

<b>Total Estimated Hauls (Month/Year)</b>	20	240
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## Solid Waste/Recycling Compactor Worksheet

While the University uses only 30 cubic yard compactors, please include bids for each compactor. Some of this information will be copied onto the Compactor Bid Sheets on page 25.

Compactor Size / Type	Loading Type	Rental Price per Month (a)	Price per Haul (b)	Landfill Tipping Fee per Ton (c)
30 cubic yard compactor	Ground Loading			
30 cubic yard compactor	Dock Loading			
30 cubic yard compactor	Trailer tipping			
8 cubic yard trailer cart	-		N/A	N/A



## Ground/Dock/Trailer Loading 30 Cubic Yard Compactor Bid Sheet C

Use the Solid Waste/Recycling Compactor Bid Worksheet on page 24 to calculate your rental and haul bid.  
Landfill tipping fees and service request fee will be entered on the Bid Summary Sheet on page 29.

Ground/Dock/Trailer Loading 30 Cubic Yard Compactors:

1	Line 1: Enter the rental price per month for ground/dock/trailer loading 30 cubic yard compactors from cell "a" on the Solid Waste Compactor Worksheet on page 24.		
2	Line 2: Multiply Line 1 times 12 to determine the rental price per ground/dock/trailer loading 30 cubic yard compactors.	x 12	
3	Line 3: Enter your calculation. This equals the annual rental price per ground/dock/trailer loading 30 yard compactor.	=	
4	Line 4: Multiply Line 3 times 5. Enter your calculation on Line 5.	x 5	
5	Line 5: This is the total rental price for the five ground/dock/trailer loading 30 cubic yard compactors on campus.	=	
6	Line 6: <b>Enter the total from Line 5 in the box to the right.</b> -----		<b>\$</b>
7	Line 7: Enter the per haul price for ground/dock/trailer loading 30 cubic yard compactors from cell "b" on the Solid Waste Compactor Worksheet on page 24.		
8	Line 8: There are currently 240 possible hauls every year. For the purposes of bid calculations, use this estimated number of hauls per year.	x 240	
9	Line 9: Multiply Line 7 times Line 8.	=	
10	Line 10: <b>Enter the total of Line 9 in the box to the right. This is the total haul charge based on the current and estimated haul frequency.</b> -----		<b>\$</b>
11	Line 11: <b>Add Line 6 and Line 10. This is your total annual price for five ground/dock loading 30 cubic yard compactors on campus.</b>		<b>\$</b>

Upon occasion, the University has need for either short or long term use of 30 cubic yard solid waste roll-off(s). For the sake of this bid, use an estimated 48 pick-ups every year.

### Thirty (30) Cubic Yard Solid Waste/Recycling Roll-off Open Top Box Worksheet

1	Line 1: Enter the flat rate per pick up for a thirty (30) yard roll-off open top box.	<b>\$</b>
2	Line 2: Multiply Line1 by 48 pick-ups.	X 48
3	Line 3: Enter your calculation to determine the estimated annual cost for pick-up of roll-off boxes from campus.	<b>\$</b>

For future use by the University, please provide unit pricing for the following roll-off open top sizes to be used for either solid waste or recycling materials.

Roll-off Size	Flat rate price per pick up
10 cubic yard	<b>\$</b>
20 cubic yard	<b>\$</b>

## Recycling - Old Corrugated Cardboard Front Load Dumpster Worksheet

Please bid on the following size and frequency listed below. Enter your monthly price in the corresponding box of the worksheet.

Monthly Price Based on Weekly Frequency							One Extra Pick Up
Dumpster Size	1 Time per Week	2 Times	3 Times	4 Times	5 Times	6 Times	1 Time
8 yard	\$	\$	\$	\$	\$	\$	\$

**Follow these instructions to complete the Recycling OCC - Front Load Dumpster Bid Sheet** on page 28:

1. The Recycle Old Corrugated Cardboard Front Load Dumpster Worksheet is listed by size and then frequency.
2. Refer to the Recycling Old Corrugated Cardboard Front Load Dumpster Worksheet on this page and list the corresponding **monthly** bid price on the Recycling Front Load Dumpster Bid Sheet on page 28.
3. Fill in the additional price for "One Extra Pick Up" for future reference as needed.
4. Total the extended prices and enter the monthly total for all current Recycling Old Corrugated Cardboard Front Load Dumpsters.
5. Multiply the monthly total times 12 to calculate the price for one year.

## Recycling Old Corrugated Cardboard - Front Load Dumpster Bid Sheet D

Listed by Dumpster Size & Frequency

All Recycling OCC Front Load Dumpsters will be straight 8 cu. yd. with locked side doors, locked tops, with a double slotted front. Use the worksheet on page 27 to complete this Bid Sheet.

No.	Location	Pick-up Days/Week	Capacity Size	Frequency Per Week	No. of Units	Monthly Bid Price	Extended Price
R1	Academic Village I Housing	F.	8 yd	1	2	\$	\$
R2	Academic Village II Housing	F.	8 yd	1	1	\$	\$
R3	Academic Village III Housing	F.	8yd.	1	2	\$	\$
R4	Lake Claire Housing	F.	8 yd	1	2	\$	\$
R5	Apollo Housing	F.	8 yd	1	1	\$	\$
R6	Rosen College Housing	F.	8 yd	1	2	\$	\$
R7	Libra Housing	F.	8 yd	1	1	\$	\$
R8	Business Services JTWC	6 days	8 yd	6	1	\$	\$
R9	Business Services Marketplace	6 days	8 yd	6	1	\$	\$
R10	UPI Retail II	6 days	8 yd	6	1	\$	\$
R11	Student Union	6 days	8 yd	6	1	\$	\$
R12	UPI Retail I Food Court	T. F.	8 yd	2	1	\$	\$
R13	Rec & Wellness	F.	8 yd	1	1	\$	\$
R14	Theater Loading Dock	F.	8 yd	1	1	\$	\$
R15	Arena	T. Th. S.	8 yd	3	1	\$	\$
R16	Lake Nona – Burnett Biomed	F.	8 yd	1	1	\$	\$
R17	Lake Nona – College of Med.	F.	8 yd	1	1	\$	\$
R18	Facilities & Safety Parking lot	F.	8yd	1	1	\$	\$
<b>Monthly Total</b>						\$	\$
						x 12	\$
<b>Annual Total</b>						\$	

RECYCLING & SOLID WASTE  
DISPOSAL INVITATION TO BID

**BID SUMMARY SHEET E**

Use the Bid Summary Sheet to calculate your total bid amount which is Line 5 below.

Enter your summary calculations as follows:

**Annual  
Charges**

1	Solid Waste Front Load Dumpsters	Enter the "Annual Total" Dumpster Charge" from the bottom of the Dumpster Bid Sheet <b>B</b> , page 22.	\$
2	Solid Waste Ground/Dock/Trailer Loading 30 Cubic Yard Compactors	Enter Line 11 from the 30 Cubic Yard Compactor Bid Sheet C, page 25.	\$
3	Solid Waste/Recycling Thirty (30) Cubic Yard Roll-off Open Top Box	Enter Line 3 from the Thirty (30) Yard Roll-off Open Top Box Worksheet, page 26.	\$
4	Recycling OCC Double Slotted Front Load Dumpsters	Enter "Annual total" from Recycling Front Load Dumpster Bid Sheet D, page 28.	\$
5	Entrainable Trailer with hydraulic dumper compatible with a trailer tipping compactor (See specifications Attachment "A", pg 31).	Enter "Rental Price Per Month" found in cell (a) on page 24 times 12 for the annual charge	\$
6	Total Estimated Charges Based on Current UCF Inventory and Frequency	Add all "Annual total" in the column to the right.	\$

Enter your calculations for the following flat rate charges:

**Flat Rate  
Charges:**

Landfill Tipping Fee Per Ton	Enter the landfill tipping fee for <b>one</b> ton. This fee cannot exceed the landfill tipping fee charged by the Orange County Landfill.	\$
Request Service for Pressure Washing, Disinfect/Deodorize	List a one-time charge for UCF requested pressure washing, disinfecting/deodorizing of dumpsters, compactors or roll-off boxes, that is above the scope of the General Service Requirements listed on page 15, Section VIII, D.	\$

\* The University reserves the right to increase or decrease the number of containers, size of containers, schedule of pick-ups, per the bid pricing to meet the needs of the University. The University reserves the right to temporarily omit scheduled pick-ups or have the units removed from service temporarily during times when they are not needed, such as student move-ins and move-outs, holidays, University closings, etc., by giving advance notice and the contractor shall not charge for these omitted pick-ups or temporary removals from service.

Does your bid meet our specifications exactly? \_\_\_ Yes \_\_\_ No

If No, please detail how your bid meets or exceeds the specifications of the required item(s) and provide proof that verifies your claim.

Prices quoted are good for at least \_\_\_\_\_ days following bid opening.

Payment terms: \_\_\_\_\_.

I certify that I am an officer of the company or am otherwise authorized to contract in the name of the company for these items, and that all items bid meet all details of the documents comprising this invitation except as noted above.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
CITY, STATE, ZIP CODE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
FEDERAL EMPLOYER ID NUMBER

(\_\_\_\_\_)\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
E-MAIL ADDRESS

(\_\_\_\_\_)\_\_\_\_\_  
FAX NUMBER

\*REMAINDER OF PAGE INTENTIONALLY LEFT BLANK\*

## **Attachment A**

### **GENERAL EQUIPMENT SPECIFICATIONS FOR SOLID WASTE & RECYCLING ENTRAINABLE (FEL) TRAILER WITH HYDRAULIC DUMPER COMPATIBLE WITH A TRAILER TIPPING COMPACTOR**

#### **1. GENERAL**

The following are the Equipment Specifications required for a Semi-Automatic Waste Material Collection System utilizing entrainable (FEL) Trailer with Hydraulic Dumper to be compatible with a trailer-tipping compactor, and operated on, or throughout, the Campus of the University of Central Florida and Satellite Locations.

This Request for Equipment Specification covers the key individual component fabrications and acquired component equipment, of the Waste Material Processing System, and is/are identified as follows:

CUSTOM RECTANGULAR CONSTRUCTION, NARROW TRACK, NOMINAL EIGHT (8) CUBIC YARD CAPACITY ENTRAINABLE RECYCLING AND/OR SOLID WASTE TRAILER WITH DUAL (2) FUNCTION (WASTE CARTS, OR STEEL FIFTY- FIVE (55) GALLON BARRELS) HYDRAULIC DUMPER WITH INTEGRAL 12 VOLT POWER UNIT AND MANUAL ACTUATION CONTROL. ONE (1) PIECE ALUMINUN LID WITH COUNTERBALANCED LID OPEN LOADING POSITION

#### **2. SCOPE/OVERVIEW**

2.1 Supplier will provide a Waste Material Handling System with entrainable trailer that manually and/or semi-automatically receives mixed solid waste generated from day to day operations, on the campus of the University of Central Florida.

2.2 The supplier shall provide a complete operational system including all design, procurement, fabrication, assembly, inspection, testing, and delivery/transportation, of all of the equipment described in the details of this Comprehensive Specification Outline.

2.3 Equipment shall be in accordance with the applicable articles of codes, standards and/or reference documents listed in Section 4.

2.4 The Suppliers personnel must comply with the University of Central Florida. Safety Rules and General Regulations, while on the University of Central Florida. Failure to meet Rules and Regulations shall qualify Suppliers Personnel for dismissal.

2.5 Supplier shall supply and/or provide any required permits and/or operating licenses.

2.6 Owner shall receive suppliers detailed equipment approval drawings, review same, make corrections and sign, as a form of acceptance and/or approval.

2.7 Supplier shall unload equipment, in a timely manner, when delivered to the owner's selected site on University of Central Florida

#### **3. QUOTATION REQUIREMENTS**

3.1 Supplier shall provide a complete comprehensive technical quotation, including equipment specifications and/or literature cut sheets, and indicate that all engineering, equipment fabrication, installation labor and materials are being supplied as part of the submission. Any exceptions or deviations, from Equipment Specifications, shall be clearly noted and explained in the Quotation and/or Section #7 of this document.

3.2 Supplier shall provide, as part of their Quotation, a schedule indicating the required duration for Engineering Approval/Installation Drawing Preparation, Fabrication, Assembly and Factory Testing, as well as, Shipping/Transportation Time.

3.3 Suppliers shall submit Documentation of Business Longevity, for a minimum period of ten (10) years, demonstrating ongoing experience in the fabrication of Solid Waste Processing Equipment and Allied Components (i.e. Carts/Trailers, Hydraulic Dumpers, etc.).

3.4 Supplier shall submit Detailed Engineering Approval/Installation Drawing(s), within two (2) weeks from the date of Owners Contract/Purchase Order Award Date, to include.

3.5.1 Equipment arrangements showing all equipment being supplied, including elevations and pertinent notations

3.5.2 Supplier shall furnish appropriate Insurance Certificates naming the University of Central Florida additionally insured, within two (2) weeks of Contract/Purchase Order Award Date. Supplier will submit Manufacturer's written Five (5) Year (Sixty (60) Month) Detailed Warranty with quotation documents.

#### **4. REFERENCES, CODES, STANDARDS & REGULATIONS**

4.1 Supplier shall conform to the following National Standards; American National Standards Institute (ANSI), American Society of Mechanical Engineers (ASME), American Society for Testing and Materials (ASTM), American Welding Society (AWS), Waste Equipment Manufacturers Institute (WEMI), Occupational Safety and Health Administration (OSHA)

#### **5. EQUIPMENT DESCRIPTION AND OPERATION**

5.1 The Cart/Container Fabrication will be High Profile FEL-8 Nominal Eight (8) Cubic Yard Capacity, Rectangular Entrainable Recycling and/or Solid Waste Trailer with a One (1) Piece Aluminum Lid and Counterbalanced Lid Support Feature with FEL Fork Pockets.

5.2 The trailer will be a high-profile design and must be serviceable by either trailer-tipping compactor or Compactor Mounted Hydraulic Cart/Container Dumper without modification, or alterations.

5.3 The trailer will be a liquid tight welded fabrication with floor drain and pipe plug. The trailer must not leak during a gravity water test at one ft. (1') internal depth from Container Floor.

5.4 The trailer will be fabricated with a seven (7) gauge A36 bottom sheet steel floor. The trailer sides and end walls will be eleven (11) gauge A36 sheet steel. The top trailer peripheral reinforcement will be three inch (3") x three inch (3") x eighth inch (1/8") wall tubing with welded tubing end caps.

5.5 The trailer will be furnished with a three inch (3") x three inch (3") x one-eighth inch (1/8") wall structural tubing serving as an axle tube and bottom reinforcement. The trailer axle will be equipped with a Dexter Axle Pro-Spec 2004 No. 10 Torflex Axle with No. 6 Arm Brackets, No. A/P-148-00 Top Mount Hardware, No. 008-248-05 Idler Hub (3500# Capacity/Pair), Two (2) 5.30-12 Load Range "C" Tires (1045# Capacity Each @ 80 PSI No. 12x4JA Steel Wheel (1800# Capacity Each) and Two (2) No. The Over-All-Width of the Axle Assembly will be a maximum of seventy- four inches (74") outside of tire, to outside of tire. The trailer Side Walls will be furnished with recessed eleven (11) gauge A36 sheet steel fender fabrications providing a minimum six inch (6") clearance around the entire tire/wheel assembly. The trailer Left Side Wall will have strategically located Notch, or Cut-Out with peripheral Chanel, or Steel Tube Reinforcement, to facilitate clearance of Model CD 1500 Hydraulic Cart/Barrel Dumper with Spill Pan Fabrication. The Dumper will accommodate both Ninety-Five (95) Gallon Vertical Plastic Carts and by means of an Attachment, Fifty-Five (55) Gallon Steel Barrels. The trailer will be furnished with a 12 Volt DC Integral Hydraulic Power Unit with Manual Control Valve located to comply with applicable ANSI Regulations.

5.6 The trailer will be furnished with a three-quarter inch (3/4") x two inch (2") A-36 bar stock mounted at the base of the container body Front Wall. Furnish and mount a Reese Two Inch (2") Standard Ball Hitch to the bar stock. Provide one (1) one-half inch (1/2") A36 mounting plate on the trailer Rear Wall to accommodate a Screw Jack with Ball Bearing, Rubber Wheel and Swivel Caster Assembly. Provide heavy-duty Towing Safety Chains with "S" Hooksto suite towing vehicle. The Towing Vehicle will be equipped with a Twelve (12) Volt, 200 Amp Electric Supply Cable to provide service to the Entrainable trailer mounted Power Inlet Connection.



5.7 The trailer will have two (2) Side Step Pads, consisting of two (2) one-eighth inch (1/8") x six inch (6") length x four inch (4") width, four (4) way safety plates with radius edges and adequate structural support to provide sturdy reinforcement.

5.8 The trailer will be furnished with two (2) ten inch (10") x six inch (6") x one-quarter inch (1/4") wall, rectangular steel tubing, to suit the FEL Fork Pocket OAL length requirement. The Fork Pocket will be welded to the each trailer Side Wall and reinforced with two (2) A36 one-quarter inch (1/4") plate steel reinforcement gussets. The top of the fork pocket will be reinforced with a diagonal mounted one-quarter inch (1/4") A36 steel bar stock, running the full length of the fork pocket.

5.9 The trailer will be furnished with a Retractable/Telescopic Draw Bar Tongue Assembly with removable safety locking pins and Pin retention cables, secured to the Draw Bar Tubing.

5.10 The trailer will be furnished with a one (1) piece tubular aluminum lid frame assembly, to duplicate the container top peripheral reinforcement. Provide full width tubular hinge at the trailer Rear Wall Top Peripheral Reinforcement and Lid Frame Assembly. The tubular aluminum lid frame assembly will be fully covered with .09 inch Aluminum Sheet with tubular stiffeners to prevent Oil Canning of the Aluminum Lid Assembly.

5.11 The trailer will be furnished with Two (2) Grote Model No. 52772 Combination Stop/Tail/Turn Signal Lights. All Electric Wire to run inside of one-half inch (1/2") diameter electrical conduit to a distribution junction box for connections and protection. Provide Two (2) Each "Red" and "Amber" Two Inch (2") Diameter Reflectors, locate to DOT regulation.

## **6. EQUIPMENT CLEANING/PREPARATION AND PAINTING**

6.1 The manufacturer will remove slag, wire grind all welds and all sharp edges. All equipment will receive a degreaser/solvent wipe down prior to preparing for primer and paint. All equipment will receive one (1) coat of water based primer and two (2) coats of industrial enamel finish matching University selection. Furnish and install University Recycles Logo Decal as designated, as well as, Regulatory Safety and/or Warning Decals.