

**SUBMIT BID TO:**  
**Via Bonfire Web Portal**  
**UNIVERSITY OF CENTRAL FLORIDA**  
 Phone: (407)823-2661  
 www.procurement.ucf.edu

**University of Central Florida**  
**INVITATION TO BID**  
**Contractual Services**

**Acknowledgment Form**

<https://ucfprocurement.bonfirehub.com/opportunities/7885>.

Your submission must be uploaded, submitted, and finalized prior to the closing time on **June 15, 2018 at 3:00PM**. We strongly recommend that you give yourself sufficient time and at least ONE (1) day before the Closing Time to begin the uploading process and to finalize your submission. See **Attachment 5** for submittal instructions.

Page 1 of 65 Pages	BIDS WILL BE OPENED: June 15, 2018 at 3:00PM and may not be withdrawn within 120 days after such date and time.	ITB NO. 1722MSA
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UNIVERSITY MAILING DATE: <b>May 10, 2018</b>	ITB TITLE: RECYCLING AND SOLID WASTE DISPOSAL
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FEDERAL EMPLOYER IDENTIFICATION NUMBER

VENDOR NAME	REASON FOR NO BID:
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VENDOR MAILING ADDRESS	
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CITY - STATE - ZIP CODE	<b>POSTING OF BID TABULATIONS</b>
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AREA CODE	TELEPHONE NO.	Bid tabulations with intended award(s) will be posted for review by interested parties on the Procurement Services solicitation webpage and will remain posted for a period of 72 hours. Failure to file a protest in accordance with BOG regulation 18.002, or failure to post the bond or other security as required in BOG regulation 18.003, shall constitute a waiver of protest proceedings.
	FAX NO.	
	E-MAIL:	

**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 procurement agency tenders final payment to the bidder.*

the stated bid opening date and hour.

**GENERAL CONDITIONS**

**SEALED BIDS:** All bid sheets and this form must be executed and submitted as specified in Section 2. Bid prices not submitted on attached bid price sheets when required may 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 representative authorized to legally bind the Vendor to the provisions herein. All spaces requesting information from the Vendor are to be completed. Each bid must be typed or printed in ink. Use of erasable ink is not permitted. All corrections to prices made by the bidder are to be initialed.

**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

\_\_\_\_\_  
**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 Procurement Services in accordance with established procedures. NOTE: Bid tabulations will be posted on the Procurement Services solicitation webpage.

**4. PRICES, TERMS AND PAYMENT:** Firm prices should 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. In case of a mistake in extensions the unit price will govern.

(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.fu.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. Bidder may not use the names, logos, or trademarks of the University, its employees, or affiliates without the prior written consent of the University.

**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.

**14. Method of Ordering:** Orders shall be processed only upon receipt of an authorized purchase order issued by University of Central Florida or University of Central Florida Visa Procurement Card (if applicable). All orders shall be initiated on an as-needed basis throughout the term of the contract. Orders shall be promptly filled and delivered. Any item or items received that do not meet specifications or duplicate shipments received will be returned at vendor's expense.

**Note:** Any and all special conditions and specifications attached hereto which vary from these general conditions shall have precedence.

**Invitation To Bid Acknowledgment Form (revised 08/01/17)**

## **Definitions:**

**Addendum** – Written or graphic instruments issued prior to the date for opening of bids, which modify or interpret the solicitation documents by additions, deletions, corrections or clarifications.

**Extension**- A one-time (not to exceed 12 months) increase in the time allowed for the contract period in lieu of or after all renewals are exhausted.

**FOB Destination** - Free on board at destination; title changes hands from vendor to purchaser at the destination of the shipment; vendor owns goods in transit and files any claims. Payment of freight charges is determined by contract terms.

**Invitation to Bid (ITB)** – A written solicitation for competitive bids, advertised to the general public with a defined opening date. Specifications are clearly defined to the point that any interested company will be able to submit a bid for the exact item/service needed. This solicitation is generally required for acquisitions exceeding the established bid limit. Award is based on lowest priced bid.

**May, Should** – Indicates something that is not mandatory, but permissible, recommended, or desirable.

**Minor Irregularities** – Irregularities that have no adverse effect on UCF’s interest will not affect the amount of the ITB and will not give a Respondent an advantage or benefit not enjoyed by another Respondent.

**Must, Shall, Will** – The words “shall,” “must,” or “will” are equivalent and indicate mandatory requirements or conditions.

**Purchase Order/Contract** – The Purchase Order (PO) or other form or format, provided to the awarded Respondent(s), UCF uses to make a purchase under the contract term, which includes a formal written PO, electronic PO, Procurement Card (P-card), or any other means authorized by Procurement Services and which incorporates the requirements and conditions listed in the Bid.

**Renewal**- Contracting with the same contractor for an additional period of time after the initial contract term, provided the original terms of the agreement specify an option to renew or the renewal is determined by UCF General Counsel to be in the best interest of the university.

**Respondent** – For the purpose of this solicitation, any person, respondent, corporation or agency submitting a response to the Invitation to Bid or their duly authorized representative. The word Respondent, Payee, Vendor, Contractor, and Offeror may be used interchangeably within the Invitation to Bid.

**Response** – The entirety of the Respondent’s submitted bid response to the ITB, including any and all supplemental information submitted.

**Responsible Respondent** – Bidder who has the capability in all respects to perform fully the contract requirements, and the experience, integrity, perseverance, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.

**Responsive Respondent** – Bidder who has submitted a bid that conforms in all material respects to the solicitation.

**Sole Point of Contact** - The Procurement Services Representative or designee to whom Respondents shall address any questions regarding the solicitation or award process. The sole point of contact shall be the arbitrator of any dispute concerning performance of the Contract.

**Successful Respondent** - The firms or individual who is the recommended recipient of the award of a contract under this ITB (also synonymous with “Payee”, “Offerer,” “Contractor” and “Vendor”). If a Respondent is a manufacturer, its certified dealers and resellers may also furnish products under the Contract; in choosing to do so, the dealers and resellers agree to honor the Contract and the term “contractor” shall be deemed to refer to them. Unless awarded the Contract as a direct Respondent, however, dealers and resellers are not parties to the Contract, and the Respondent that certifies them shall be responsible for their actions and omissions.

**UCF or University** – University of Central Florida

## Introduction

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 specifications herein. Contractor will also be responsible for providing trash removal equipment, as outlined in the specifications herein, with UCF paying a rental fee per the bid price sheet.

### 1. POSTING OF BID TABULATIONS:

- A. Bids will be opened at the Procurement Services Department at the assigned date and time identified in this ITB.
- B. Bid tabulations will be posted at such time as the Procurement Services Department provides notice of intended decision or until 30 days after a public opening of the bids, whichever is earlier.
- C. Notice of a decision or intended decision of award will be electronically posted for a period of 72 hours.
- D. Failure to file a protest in accordance with BOG regulation 18.002, or failure to post the bond or other security as required in BOG regulation 18.003, shall constitute a waiver of protest proceedings.

### 2. BID OPENING: Bids will be received and opened on **June 15, 2018** at **3:00pm** EST via Bonfire's Web Portal. For additional information, please refer to **Attachment 5**. UCF shall in no way be responsible for or accept any proposals not uploaded prior to the closing date and time. Procurement Services will not extend the bid opening to accommodate vendors that did not discover the ITB early enough to place a bid. **BID DOCUMENTS CAN BE OBTAINED AT** <http://www.procurement.ucf.edu/bids/index.asp>

### 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 is non-binding. The university is not liable for any increased cost resulting from the bidder accepting verbal direction. All changes, if necessary, are made by written addendum to the bid.

Any explanation desired by vendors is to be requested of the University of Central Florida Procurement Services Department in writing by **May 24, 2018** at **5:00pm**. Inquiries are to be legible and concise and clearly identify the bidder who is submitting the inquiry. 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. Direct all inquiries/questions, preferably via email to:

**Brian Sargent**  
University of Central Florida  
Procurement Services Department  
12479 Research Parkway, Bldg. 600  
Orlando, Florida 32826  
Ph. 407-823-2661  
Fax 407-823-5551  
[brian.sargent@ucf.edu](mailto: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. 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.

**FREIGHT TERMS:** Unless otherwise specified, all shipments are to be shipped inside delivery, F.O.B. destination, with all transportation charges prepaid and title transferring to the university at time of delivery, (Payee pays and bears all freight related charges, owns goods in transit and files any claims). Bid prices shall include all cartage, drayage, packing, etc., delivered to and unloaded at the receiving station at the site designated in the Invitation to Bid or purchase order and there received by the designated university personnel.

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.

Bids shall be awarded based on the lowest, responsive, responsible bidder, which meets specifications with consideration being given to the specific quality of the product, conformity to the specifications, suitability to the university's needs, delivery terms, qualifications, and past performance.

9. **REVISED QUANTITIES.** The University reserves the right to increase or decrease total quantities as necessary. The University may place additional orders for the same or modified scope of the commodities/services solicited under this ITN within 180 days after expiration of the contract resulting from this ITB. Total additional quantities/modified scope, 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. The thirty (30) days' advanced written notice shall start on the date sent out by UCF, e.g. date of email sent, date stamp on letter mailed, etc.
11. **TERM OF CONTRACT:** The contract resulting from this ITB, if any, will be for a three (3) year period beginning approximately July 1, 2018, and ending on June 30, 2021. The University may renew/extend any Agreement, as mutually agreed to by both parties. Total renewals shall not exceed 5 years or twice the length of the original term, whichever is longer. An extension may not exceed 12 months or until completion of the competitive solicitation and award or protest, whichever is longer.
12. **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;
  - A.** Commercial General Liability insurance coverage for commercial general liability (including loss or damage because of bodily injury, personal injury, sickness, disease or death of persons and injury to or destruction of property, as a result of the acts or omissions of Contractor or its Personnel), which shall provide a per occurrence coverage amount not less than One Million Dollars (\$1,000,000) and One Million Dollars (\$1,000,000) in the aggregate;
  - B.** Automobile Liability insurance covering owned and rented vehicles operated by Contractor with policy limits of not less than One Million Dollars (\$1,000,000) combined single limit and aggregate for bodily injury and property damage;
  - C.** Workers' Compensation insurance at statutory limits;
  - D.** Employer's Liability insurance with a policy limit of not less than Five Hundred Thousand Dollars (\$500,000);

All of the foregoing policies of insurance shall be: (a) issued by an insurance carrier approved in advance by Owner, with a rating from A.M. Best Company of not less than A/XII, and licensed to provide such coverage in the State of Florida, and (b) in a form satisfactory to Owner without unacceptable exclusions or exceptions to coverage. All policies and renewals thereof are to be written for not less than one (1) year. All policy numbers must be clearly identified. All liability policies must provide for claims to be made on an occurrence basis. The insurance policies will name, and the certificates and endorsements will show, University of Central Florida Board of Trustees as additional insured on the all liability policies and all certificates of insurance, shall include the following statement: "University of Central Florida Board of Trustees is added as additional insured to the Commercial General Liability and Automobile Liability." Additional Insured status applies on a primary/non-contributory basis. Waiver of Subrogation applies in favor of University of Central Florida Board of Trustees for Commercial General Liability, Automobile Liability, and Worker's Compensation policies. All insurance policies required of Contractor shall

be primary and non-contributory to any other insurance or indemnity as may be available to any additional insured. It shall be the insurance company's responsibility to seek reimbursement from the insured. Contractor for itself and on behalf of its insurance carriers, waives and releases any right of recovery or subrogation for any claim, damage, or loss covered or insured by any insurance policy required of Contractor under this Agreement that Contractor or its insurers may have at any time against University of Central Florida Board of Trustees and Contractor shall cause its insurance policies to be so endorsed. The required insurance policies shall remain in effect for the benefit of Owner at least through any warranty period covering the project(s) but in no case for less than four (4) years after the date of issuance of the final Certificate for Payment by Contractor or such longer period as may be specified elsewhere herein. The insurance policies required of Contractor shall be endorsed to contain a provision requiring a written notice directly from the producer or insurer to Owner at least thirty (30) days prior to any cancellation, non-renewal or material modification of the policies, provided that only ten (10) days' prior written notice shall be required in the case of cancellation for non-payment of premium.

Payee shall send a copy of Payee's Certificate of Insurance (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  
Risk Management  
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 an additional insured on any Certificate of Insurance issued and named on the Additional Insured Endorsement. 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.

13. **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.

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 is to submit with the Bid:
  - A. Experience record showing bidder's training and experience in similar work. Must have at least three (3) years' experience in solid waste and recycling removal.
  - B. 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.
  - C. Copy of license to do business in the State of Florida.
15. **PERFORMANCE AND PAYMENT BOND:** 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. **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.
17. **FLORIDA PREFERENCE.** For purchases of tangible personal property, Florida legislature has enacted economic development laws establishing certain conditions and circumstances which, when applicable, require the granting of price preferences to businesses whose principal place of business is the State of Florida. Pursuant to §287.084 Florida Statute, award recommendations shall make appropriate adjustments to Resident Vendor pricing when considering solicitations from Bidders having a principal place of business outside the State of Florida. All Bidders must complete and submit Attachment 2 with the response to this solicitation. Failure to comply shall be considered non-responsive to the terms of this solicitation. Refer to <http://www.leg.state.fl.us/Statutes/index.cfm> or <http://regulations.ucf.edu/chapter7/index.html> 3.g.1.c for additional information regarding this Statute and its applicability.
18. **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, business's drug free policy shall be in accordance



with applicable State and Federal laws.

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

19. **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 bid response. A sample certificate is attached as Attachment 3.
  - 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 is to be maintained by the bidder, subject to review upon request by the user agencies of the contract resulting from this ITB.
20. **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.

21. **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 Procurement Services Department at once with a written explanation if the agreement resulting from this ITB is not acceptable in its entirety.
  
22. **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.

23. **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.

24. **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.
25. **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.
26. **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.
27. **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.
28. **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.
29. **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.
30. **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. Vendors must identify specifically any information

contained in their bid which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exemption law. A generic notation that information is “confidential” is not sufficient. Failure to provide a detailed explanation and justification including statutory cites and specific reference to your bid detailing what provisions, if any, vendor believes are exempt from disclosure, may result in the entire bid being subject to disclosure in accordance with Chapter 119 of the Florida Statutes. 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.

31. PUBLIC RECORDS, CONTRACT FOR SERVICES: COMPLIANCE OF SECTION 119.0701, FS
- IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: Office of the General Counsel, (407)823-2482, [gcounsel@ucf.edu](mailto:gcounsel@ucf.edu), University Of Central Florida, 4365 Andromeda Loop N., Millican Hall, Suite 360, Orlando, FL 32816-0015.**

#### PUBLIC RECORDS, CONTRACT FOR SERVICES

To the extent that Contractor meets the definition of “contractor” under Section 119.0701, Florida Statutes, in addition to other contract requirements provided by law, Contractor must comply with public records laws, including the following provisions of Section 119.0701, Florida Statutes:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

A request to inspect or copy public records relating to a public agency's contract for services must be made directly to the public agency. If the public agency does not possess the requested records, the public agency shall immediately notify the contractor of the request, and the contractor must provide the records to the public agency or allow the records to be inspected or copied within a

reasonable time.

If a contractor does not comply with the public agency's request for records, the public agency shall enforce the contract provisions in accordance with the contract.

**This Contractor and any subcontractors shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.**

32. **SOFTWARE RELATED PURCHASES:** Licensor acknowledges that Licensee has a duty to maintain the privacy of student records, including without limitation education records as defined by the Family Educational Rights and Privacy Act (20 USC § 1232g; 34 CFR Part 99) (“FERPA”), and further acknowledges that as a contractor to whom Licensee has outsourced certain institutional services or functions:
- A. Confidential information about Licensee’s students is contained in records provided to and maintained by Licensor, and Licensor will protect the privacy of all student education records to the fullest extent required of Licensee under FERPA;
  - B. Licensor is performing an institutional service or function that has been outsourced by Licensee and for which Licensee would otherwise use its employees;
  - C. Licensor is under the direct control of Licensee with respect to the use and maintenance of education records, as defined by FERPA;
  - D. Licensor is subject to all FERPA requirements governing the use and re-disclosure of personally identifiable information from education records, including without limitation the requirements of 34 CFR § 99.33(a);
  - E. Even in circumstances that might justify an exception under FERPA, Licensor may not disclose or re-disclose personally identifiable information unless Licensee has first authorized in writing such disclosure or re-disclosure; and
  - F. Licensor will not use any personally identifiable information acquired from Licensee for any purpose other than performing the services or function that are the subject of this agreement.
33. **SMOKE-FREE POLICY:** The University prohibits smoking on all university owned, operated, leased and/or controlled properties in order to maintain a healthy and safe environment for its faculty, staff, students, and visitors. Visit <http://www.ucf.edu/smokefree> for additional information.
34. **CONTACT WITH MINOR CHILDREN.** To the extent that Vendor qualifies as a provider to the National Child Protection Act of 1993, as amended or as a service provider in accordance with applicable Florida law/Statutes, who has direct contact with children receiving services or with adults who are developmentally disabled receiving services or who qualifies as a direct service provider of the elderly (as defined by Florida law/Statutes), Vendor hereby guarantees that Vendor and/or anyone acting on Vendor’s behalf (including, but not limited to Vendor’s employees, agents, subcontractors, etc.) has undergone/passed a Level II (two) background check with the State of Florida and hereby certifies that none of Vendor’s employees, agents, subcontractors and/or anyone else acting on Vendor’s behalf, has any disqualifying offenses, including, but not limited to those listed in Section 435.04, Florida Statutes.

35. **REPORTING OF CHILD ABUSE.** Vendor hereby expressly agrees to instruct its employees, agents, subcontractors and/or anyone else acting on Vendor's behalf, to report to the University of Central Florida police any instance of child abuse, abandonment, or neglect witnessed or learned about that occurred on University of Central Florida property or during an event or function sponsored by the University of Central Florida.

SPECIFICATIONS FOR  
RECYCLING & SOLID WASTE DISPOSAL  
INVITATION TO BID  
July 1, 2018 – June 30, 2021

**I. CAMPUS LOCATIONS:**

Contractor shall be responsible for collection and disposal of non-hazardous solid waste and recycling at the following campus locations, in accordance with the specifications outlined herein: (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) Lake Nona Health Sciences Campus, 6850 Lake Nona Blvd, Orlando, FL 32827; (E) Pegasus Health 3400 Quadrangle Blvd Orlando, FL 32827; and (F) 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 campus locations listed above. Services and equipment to be furnished include, but are not limited 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 all university recyclable materials, monthly billing and weekly reporting of tonnage amounts of all solid waste and recycling removed from the areas listed under campus locations above. Monthly invoicing 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 each Tuesday. A disruption in service to University shall not occur due to broken or malfunctioning equipment; Contractor shall repair or replace broken or malfunctioning equipment 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 University's needs. The pricing on this ITB and the resulting contract shall be considered fixed pricing for the duration of the contract.

The University is in the process of constructing a centralized recycling center and reorganizing collection methods and processes. This will not impact the collection process for Housing dumpsters, and compactors at most campus locations , but will require the addition of three trailer tipping compactors (two additional if keeping the existing solid waste compactor) which meet the specifications set forth in Attachments A, B, and C.

The University's new centralized recycling center is expected to be operating within eight to ten months of the awarding of a contract pursuant to this ITB. Until it is operational, the successful bidder will operate utilizing current or like equipment as set forth herein. .

The University may require additional containers to be used in the University's recycling program. The contractor must supply recycling containers and compactors, as needed, for Old Corrugated Cardboard (OCC) and single stream recycling. 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. Contractor shall recycle all materials received from the university except for solid waste. Rebates that are received for these recycled materials will be provided directly back to the University minus hauling fees. 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 or specialized material 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.

### **III. REQUIRED EQUIPMENT:**

#### **A. FRONT LOAD DUMPSTERS:**

1. 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. No advertising other than contractor company logo. Dumpster signage should read:
  - a. Identification number(s) of each container according to the University Unit Number listed on the Dumpster Bid Sheet.
  - b. Pick up day(s) in three (3) inch, weather-resistant lettering
  - c. "No Parking"
  - d. "Keep Out"
  - e. "Landfill" or "Recycling (OCC)"
  
2. Front Load Dumpster Construction:
  - a. 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.
  
  - b. 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.



- c. Overall width of the container body shall not exceed seventy two (72) inches.
- d. 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.
- e. 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.
- f. 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.

**B. 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.

**IV. COMPACTOR LOCATIONS:**

Compactors are located at various sites on the main campus, 4000 Central Florida Blvd., Orlando, FL. 32816 and Lake Nona Health Sciences Campus, 6850 Lake Nona Blvd, Orlando, FL 32827

**V. NUMBER OF UNITS:**

The University requires a total of eight (8) compactors which include: three (3) trailer tipping compactors as specified herein; seven (7) ground loading; and one (1) dock loading unit. The number of units may increase or decrease as the needs of the University change.

1. 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.
2. 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. Contractor response time will be no more than the following business day.
3. 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. No advertising other than contractor company logo. Compactor signage will read:
  - a. Identification number(s) of each container according to the University Unit Number listed on the Compactor Inventory Sheet.
  - b. Pick up day(s) in three (3) inch weather-resistant lettering, if applicable.
  - c. “No Parking”
  - d. “Keep Out”
  - e. “Landfill”, “Single Stream Recycling”, “OCC Recycling”
4. Ground/Dock Loading Compactor Specifications:
  - a. The charge box will have a 1.9 cubic yard capacity or larger.
  - b. 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.
  - c. The University will supply power to a power disconnect near the unit. The Contractor will provide remote power pack for compactor and installation.
  - d. Will need ramp, safety gate, hand rails, and a safety operating switch that meets regulation specifications;
  - e. All compactors will be equipped with a safety stop switch, a safety door switch, and a reverse mode of operation.

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

**VI. GROUND LOAD TRAILER-TIPPING COMPACTOR SPECIFICATIONS:**

Three compactors total. One for solid waste/landfill; one for single stream recycling; one for OCC recycling. Compactors must meet the specifications attached hereto as Attachments A and B and must include a written 5 year warranty.

**VII. COMPACTOR TRAILER WITH TIPPER:**

Six (6) cubic yard solid waste and/or recycling trailers 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 C for General Equipment Trailer Specifications.

**VIII. 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. No advertising other than contractor company logo. Roll-off box signage should be weather-resistant and read:
  - a. "No Parking"
  - b. "Keep Out"
  - c. "No Hazardous Waste"
  - d. "No Recyclables In This Container"
  - e. "Landfill", "Recycling"
- 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 landfill and recycling 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. Rebates will be provided for C&D materials or negotiated hauling fees instead which will be negotiated after contract award.

Rebates from recycled materials hauled by the contractor will be awarded to the University in full minus hauling fees. Rebates shall be provided to the university monthly. 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.

- D. All roll off containers will be numbered to designate location and materials and shall be included and referenced in any invoicing.

**IX. GENERAL SERVICE REQUIREMENTS:**

- 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.
- 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, which 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. All containers must 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 of materials on campus from loading or hauling. Collection containers and compactors must be pressure washed/cleaned and deodorized at a minimum of three times per year with the exception of the solid waste compactor, which will be required to be completed monthly or as often as needed, determined by the University SWM. Food service dumpsters shall be cleaned monthly.
- D. 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.

**F. Delivery**

The Contractor shall start phase in 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.

**G. 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.

**H. Hauling**

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.

**I. 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 2018 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 and reference all site locations by container number and location.

**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 solid waste 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. For roll-off recycling boxes, the university 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. Contractor will provide rebates for recycled materials in roll-off recycling boxes to be determined by the Contractor and SWM.
  - iii. The university will recycle most materials in a single stream recycling compactor (will include plastic recycling bags) and an OCC recycling compactor and will be recycled by the Contractor. The University will consider reduced or no haul fees for recycling compactors as well as rebates based upon market pricing.
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.

**J. 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 person authorized to approve of a price change, and Contractor will receive written notification of such approval. The University will not pay more than the tipping fee imposed upon the Contractor by Orange County landfill. 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 2018.

- K.** The University and the Contractor 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 UCF Procurement Services, [procurement@ucf.edu](mailto:procurement@ucf.edu) 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 Procurement. UCF Procurement Services will review the Contractor's request for a price adjustment and will notify the vendor with a final decision.

- L.** Hauling summary for fiscal year 2017, 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** –135 hauls
  2. **Solid Waste Roll-offs** – 148 hauls (includes GameDay)
  3. **Recycling Roll-offs** –305 hauls (includes GameDay)
- M.** Contractor and the university SWM will meet monthly to review operational and billing processes and updates.

**X. BACKGROUND CHECKS, E-VERIFY, ETC.**

**A. Criminal Background Screening for Personnel assigned to UCF facility/site**

1. Contractor shall perform, at Contractor's expense, a criminal background screening for each of the Personnel intended to perform work at any site owned or controlled by UCF. Contractor agrees that the criminal background screening will have been performed no more than ninety (90) days prior to the assignment of the applicable Personnel. Contractor acknowledges that this obligation may require re-screening of previously screened Personnel. Contractor shall not permit any Personnel to provide services or work under this Agreement who does not meet the criminal background screening requirements set forth herein.
2. Contractor shall conduct a Florida and nationwide criminal background check for its Personnel, through a law enforcement agency, or a Professional Background Screener accredited by the National Association of Professional Background Screeners (NAPBS). Background screening shall require that Personnel shall not have been convicted of, found guilty of, regardless of adjudication, or have entered a plea of *nolo contendere* or guilty to the following type of offenses (including felony and misdemeanor) indicated below:
  - a. Murder, manslaughter, aggravated manslaughter, homicide;
  - b. Aggravated assault, assault, battery, or aggravated battery;
  - c. Sexual misconduct of any type;
  - d. Kidnapping or false imprisonment;
  - e. Lewd and lascivious offenses;
  - f. Drug offenses;
  - g. Abuse, neglect, negligent treatment, exploitation, or contributing to the delinquency or dependency of a child;
  - h. Abuse, neglect, negligent treatment, or exploitation of an adult;
  - i. Burglary, theft, robbery, and related crimes;

j. Arson, embezzlement, violent acts, prostitution, willful destruction of property; or

k. Any felony offense not identified above.

3. Personnel shall be rescreened annually; however, in the event Personnel previously screened ceases to provide work or services to Contractor for more than ninety (90) days, Contractor shall re-screen such Personnel prior to allowing such Personnel to again provide services or work at UCF's site.
4. Contractor shall maintain copies of the results of the criminal background checks for the term of the Agreement resulting from this ITB and for a period of three (3) years after final payment is made, whichever is longer.
5. In the event Contractor obtains, or is provided, supplemental criminal background information, including police reports or arrest information, after execution of this Agreement or a prior background screening, which potentially disqualifies Personnel previously deemed eligible to provide work or services under this Agreement, Contractor shall promptly notify UCF of such matter. Contractor shall take immediate action to review the matter; however, during such review time until a determination of eligibility is made, Contractor shall immediately cease allowing said Personnel to provide services or work under this Agreement without entitlement to additional time or compensation. Additionally, Personnel shall be required to notify Contractor within forty-eight (48) hours of any arrest which has occurred after such Personnel was deemed eligible to provide services or work under this Agreement.
6. Contractor shall submit to UCF a duly executed affidavit in the form attached hereto as **Attachment 6**, affirming the Personnel listed in the affidavit have completed the required background check and have been deemed eligible by Contractor to provide services under this Agreement. Should there be a change in the Personnel listed on the affidavit, Contractor shall immediately submit an updated affidavit specifically identifying new or removed Personnel.

**B. Drug Testing.** UCF's facilities and sites are drug-free workplaces and school environments. Contractor warrants that it has, or will have prior to performing any services or Work, a drug-testing program in place that complies with Applicable Laws.

**C. E-Verify.** Owner is an E-verify employer. Contractor must be enrolled in E-Verify with the federal Department of Homeland Security at the time of performance of Work under this Agreement. Contractor must provide proof of enrollment as a professional in E-verify at the time of UCF's award of this Agreement to Contractor. If not, then UCF may terminate this Agreement immediately upon notice to Contractor for any violation of this provision. After enrollment in E-Verify, Contractor shall use E-Verify to initiate verification of employment eligibility of all new hires, including sub consultants, subcontractors, agents, or representatives of Contractor who are assigned to the Project or intended to perform work or services under this Agreement. Contractor shall complete the E-Verify of Contractor's new hires within three (3) business days after the date of hire.

**D. 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.

**E. 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 B on pages 26-27.
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.

**Bid Sheet B**  
**Solid Waste - Front Load Dumpster**  
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	8 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.	6 yd	2	1	\$	\$
7	Print Shop	M. Th.	4 yd	2	1	\$	\$
8	Recreation & Wellness	F	6 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. S.	6 yd	2	2	\$	\$
18	Rosen School Housing	T. Th. S.	8 yd	3	2	\$	\$
19	Alpha Delta PI 4207/GP	M. Th.	6 yd	2	1	\$	\$
20	Visual Arts	6 days	6 yd	6	1	\$	\$
22	Nicholson School of Communications	6 days	6 yd	6	1	\$	\$
23	Partnership 4B	W. F.	8 yd	2	1	\$	\$
24	Facilities and Safety	T. TH	6 yd	2	1	\$	\$
25	Biology Research Center	F	6 yd	1	1	\$	\$
26	Library	6 days	8 yd	6	1	\$	\$
27	B0003 HVAC	M, W	6 yd	2	1	\$	\$
28	Knights Plaza	6 days	6 yd	6	1	\$	\$
29	Pollo Tropical	M. Th.	8 yd	2	1	\$	\$
30	Osceola	6 days	8 yd	6	1	\$	\$
31	Brevard	6 days	8 yd	6	1	\$	\$
32	Flagler	6 days	8 yd	6	1	\$	\$
33	Alpha Epsilon Phi 409	M. Th.	8 yd	2	1	\$	\$
34	Kappa Alpha	M. Th.	6 yd	2	1	\$	\$
35	Chi Omega	M. Th.	8 yd	2	1	\$	\$

No.	Location	Pick-up Days/Week	Capacity Size	Frequency Per Week	No. of Units	Monthly Bid Price	Extended Price
36	Alpha Xi Delta 4101/GP	M. Th.	6 yd	2	1	\$	\$
37	Kappa Kappa	M. Th.	8 yd	2	1	\$	\$
38	Tri Delta 4220/GP	M. Th.	6 yd	2	2	\$	\$
39	Zeta Tau Alpha 4202/GP	M. Th.	6 yd	2	1	\$	\$
40	Lake Claire Apartments	T. Th. S.	6 yd	3	12	\$	\$
41	Partnership I	T. Th. S.	6 yd	3	1	\$	\$
42	Bus.Svcs. Marketplace	6 days	8 yd	6	2	\$	\$
43	Ferrell Commons/Student Union	6 days	8 yd	6	1	\$	\$
44	Apollo Community	6 days	8 yd	6	1	\$	\$
45	Athletics Baseball	M. W. S.	8 yd	3	1	\$	\$
46	Wayne Densch Sports Center	T. Th. S.	8 yd	3	1	\$	\$
47	Business Services JTWC	6 days	8 yd	6	2	\$	\$
48	Academic Village I	6 days	8 yd	6	4	\$	\$
49	Academic Village II	6 days	8 yd	6	3	\$	\$
50	Academic Village III	6 days	8 yd	6	2	\$	\$
51	Rosen School Hospitality Mgmt.	6 days	8 yd	6	2	\$	\$
52	Partnership II	T. Th. S.	6 yd	3	1	\$	\$
53	Athletics Football Stadium	T. F	8 yd	1	4	\$	\$
54	Lake Nona College of Medicine	5 days	8 yd	5	1	\$	\$
55	Bennett Research I	T. Th.	8 yd	2	1	\$	\$
56	Bennett Research II	T. Th.	8 yd	1	1	\$	\$
57	UCF Greek House #409	M. Th.	6 yd	2	1	\$	\$
58	UCF Greek House #411	M. Th.	6 yd	2	1	\$	\$
59	Athletics Boathouse	On-call	8 yd		1	\$	\$
60	Libra Housing	6 days	8 yd	6	2	\$	\$
61	Towers Community I II III IV	6 days	8 yd	6	4	\$	\$
62	Pegasus Health Center	F.	8 yd	1	1	\$	\$
<b>Monthly Total</b>						\$	\$
<b>Annual Total</b>						\$	\$

x 12

**Current/Future Compactor Inventory and Frequency**

Most compactors are 30 cubic yard capacity.

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	2	24
UPI Retail II	2	Ground Loading	As Requested	1	12
Lake Nona Burnett Biomedical Sciences	3	Ground Loading	As Requested	1	12
Lake Nona College Of Medicine	4	Ground Loading	As Requested	1	12
<b>Subtotal:</b>				5	60

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	5	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 Solid Waste/Landfill	6	Trailer tipping	T. F.	8	96
Facilities & Safety Single Stream Recycling	7	Trailer tipping	T. F.	8	96
Facilities & Safety OCC	8	Trailer tipping	T. F.	8	96
<b>Subtotal:</b>				24	289

<b>Total Estimated Hauls (Month/Year)</b>	37	445
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### Solid Waste Compactor Worksheet

While the University uses only 30 cubic yard compactors, please include prices for each compactor.  
Some of this information will be copied onto the Compactor Bid Sheet C on page 31.

Compactor Size / Type	Loading Type	Rental Price per Month (a)	Price per Haul (b)	Landfill Tipping Fee per Ton (c)
30 cubic yard solid waste compactors (4)	Ground Loading	\$_____x4=\$_____		
30 cubic yard solid waste compactor (1)	Dock Loading	\$_____x1=\$_____	Same as above	
30 cubic yard solid waste compactor (1) **	Trailer tipping	\$_____x1=\$_____	Same as above	

\*\*Based on new contractor obtaining the current solid waste trailer tipping compactor and trailer, monthly pricing should reflect new or used equipment. If the new contractor decides not to keep or purchase the old compactor, a new compactor and trailer of equal or greater specifications and values has to be added to this spreadsheet.

### Recycling Compactor Worksheet

Recycling Materials will be hauled and recycled, costs/rebates to be negotiated after award.  
Some of this information will be copied onto the Compactor Bid Sheet C on page 31.

Compactor Size / Type	Loading Type	Rental Price per Month (a)	Price per Haul (b)	Landfill Tipping Fee per Ton (c)
30 cubic yard compactor Single Stream Recycling (1)	Trailer tipping		N/A	N/A
30 cubic yard compactor OCC (1)	Trailer tipping		N/A	N/A

### Toter Tipping Trailer Worksheet

The university may rent more than the three trailers priced below to meet their service needs.

Trailer	Loading Type	Rental Price per Month (a)	N/A	N/A
6 cubic yard trailer cart	Toter Tipping		N/A	N/A
6 cubic yard trailer cart	Toter Tipping		N/A	N/A
6 cubic yard trailer cart **	Toter Tipping		N/A	N/A

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

Use the Solid Waste/Recycling Compactor Bid Worksheet on page 30 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 (6) 30 cubic yard solid waste compactors from cell "a" on the Solid Waste Compactor Worksheet on page 29.		
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: This is the total annual rental price for the six ground/dock/trailer loading 30 cubic yard compactors on campus (includes Lake Nona).	=	
4	Line 4: <b>Enter the total from Line 3 in the box to the right.</b> -----		\$
5	Line 5: Enter the per haul price for ground/dock/trailer loading 30 cubic yard solid waste compactors from cell "b" on the Solid Waste Compactor Worksheet on page 29.		
6	Line 6: There are currently 252 possible hauls every year. For the purposes of bid calculations, use this estimated number of hauls per year.		X 252
7	Line 7: Multiply Line 5 times Line 6.	=	
8	Line 8: <b>Enter the total of Line 7 in the box to the right. This is the total haul charge based on the current and estimated haul frequency.</b> -----		\$
9	Line 9: <b>Add Line 4 and Line 8. This is your total annual price for six ground/dock/trailer loading 30 cubic yard compactors on campus, including Lake Nona.</b>		\$

**Bid Sheet D**  
**Recycling Compactor**

Recycling Materials will be hauled and recycled, costs/rebates to be negotiated after award.

1	Line 1: Enter the rental price per month for two (2) trailer loading 30 cubic yard recycling compactors from cell "a" on the Recycling Compactor Worksheet on page 29.		
2	Line 2: Multiply Line 1 times 12 to determine the rental price for two (2) trailer loading 30 cubic yard recycling compactors.		X 12
3	Line 3: This is the total annual rental price for the two (2) trailer loading 30 cubic yard recycling compactors on campus.	=	
4	Line 4: <b>Enter the total from Line 3 in the box to the right.</b> -----		\$

**Bid Sheet E**  
**Toter Tipping Trailer**

The university may rent more than the three trailers priced below to meet their service needs.

1	Line 1: Enter the rental price per month for three (3) toter tipping trailers from cell "a" on the Toter Tipping Trailer Worksheet on page 29.		
2	Line 2: Multiply Line 1 times 12 to determine the annual rental price for three (3) toter tipping trailers. **		X 12
3	Line 3: This is the total annual rental price for the three (3) toter tipping trailers.	=	
4	Line 4: <b>Enter the total from Line 3 in the box to the right.</b> -----		\$

The University reserves the right to increase the number of toter tipping trailers using the quoted price in this worksheet.



Upon occasion, the University has need for either short or long term use of 30 cubic yard solid waste roll-off(s). For purposes of this bid, use an estimated 50 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.	\$
2	Line 2: Multiply Line1 by 50 pick-ups.	X 50
3	Line 3: Enter your calculation to determine the estimated annual cost for pick-up of roll-off boxes from campus.	\$

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.

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

## 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 F on page 35:**

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 F on page 33.
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.

**Bid Sheet F**  
**Recycling Old Corrugated Cardboard - Front Load Dumpster**

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 34 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	2	\$	\$
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	\$	\$
R19	Wayne Densch	F	8yd	1	1	\$	\$
R20	Athletics Football Stadium	F	8yd	1	1	\$	\$
R21	Towers Community	F	8yd	1	1	\$	\$
R22	Pollo Tropical	F	8yd	1	1	\$	\$
R23	CREOL	F	8yd	1	1	\$	\$
R24	Osceola	F	8yd	1	1	\$	\$
R25	Brevard	F	8yd	1	1	\$	\$
R26	Central Stores 16E	F	8yd	1	1	\$	\$

**Monthly Total**      \$

x 12

**Annual Total**      \$

### BID SUMMARY SHEET G

Use the Bid Summary Sheet to calculate your total bid amount which is **Line 7** 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 27.	\$
2	Solid Waste Ground/Dock/Trailer Loading 30 Cubic Yard Compactors	Enter Line 9 from the Solid Waste 30 Cubic Yard Compactor Bid Sheet C, page 30.	\$
3	Recycling (Single Stream, OCC) Trailer Loading 30 Cubic Yard Compactors	Enter Line 4 from the Recycling 31 Cubic Yard Compactor Bid Sheet D, page 30.	\$
4	Trailer with hydraulic dumper compatible with a trailer tipping compactor	Enter Line 4 from the Toter Tipping Trailer Bid Sheet E on page 31.	\$
5	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 32.	\$
6	Recycling OCC Double Slotted Front Load Dumpsters	Enter "Annual total" from Recycling Front Load Dumpster Bid Sheet F, page 34.	\$
7	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 IX, 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.

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

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# Attachment A

## SOLID WASTE COMPACTOR (CURRENT) EQUIPMENT SPECIFICATIONS

CUSTOM HIGH COMPACTION, NOMINAL SIX (6) CUBIC YARD CAPACITY (1.62 CUBIC YARD - WEMI RATING) SSC 9860-2-6 COMPACTOR ASSEMBLY, MODEL HP-6000 HYDRAULIC DUMPER TO ACCOMMODATE ENTRAINABLE CART/CONTAINERS, MODEL SSC-2240RTXHD CLOSED RECEIVER CONTAINER WITH PARTIAL LIQUID DRAIN FIELD WITH BALL VALVE DISCHARGE CAMPUS OCC AND SOLID WASTE MATERIAL HANDLING

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#### 1. GENERAL

These equipment specifications defines the services and proposed requirements for a Turnkey Solid Waste Compaction System to be installed at the University of Central Florida.

These equipment specifications cover the key individual component equipment, of the Solid Waste Compaction System, and are identified as follows:

- \* STATIONARY SELF-CONTAINED COMPACTOR (SSC)
- \* SIDE LOAD HOPPER EXTENSION
- \* SSC CLOSED ROLL-OFF RECEIVER CONTAINER
- \* HIGH PROFILE HYDRAULIC CART/CONTAINER DUMPER
- \* OPTIONAL EQUIPMENT FEATURES

#### 2. SCOPE/OVERVIEW

##### CONTRACTOR AND UNIVERSITY:

2.1 Provide and install one (1) complete Solid Waste Compaction System that manually and/or semi- automatically receives mixed solid waste, generated from day to day operations at University.

2.2 The Contractor shall provide a complete turnkey operational system including all design, procurement, fabrication, assembly, inspection, testing, delivery/transportation, installation and commissioning (start-up) of the equipment described in the details of this specification.

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

2.4 The Contractor shall provide sufficient expertise necessary to install, commission and test the applicable equipment at the University's site.

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

2.6 University shall receive Contractors detailed equipment approval drawings, review same, make corrections and sign as a form of acceptance and/or approval. The Contractor shall provide "As Installed" corrected drawings at the end of final commissioning.

2.7 Contractor's personnel must comply with UCF Safety Rules and General Regulations. Failure to meet Rules and Regulations shall qualify personnel for dismissal.

2.8 University shall supply Primary 240/480, 3 Phase, 60 Hertz Electrical Power Service and an adequate Fused Electrical Disconnect near the Hydraulic Power Unit location, as well as provide Primary Service to the Hydraulic Power Unit Control Panel.

2.9 University shall provide a suitable Reinforced Concrete Equipment Mounting Pad, to accommodate both the Stationary Self-Contained SSC Compactor and Closed Roll-Off Receiver Container, flush to existing grade and to include an adjacent, or inclusive Reinforced Concrete Equipment Mounting Pad to accommodate both the High-Profile Hydraulic Cart/Container Dumper and Entrainable Cart/ Container access.

2.10 University shall furnish and install optional impregnated Steel Wear Plate Strips in above Reinforced Concrete Equipment Mounting Pad to facilitate the Closed Receiver Container Ground Rollers.

### **3. COMPACTOR REQUIREMENTS**

3.1 Contractor 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 #8 of Attachment A.

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

3.3 Contractors shall be required to visit the proposed equipment installation site, arranged with the SWM, on the UCF campus prior to submission of their Quotation.

3.4 Equipment Costs shall include all, equipment and materials in the system, functional testing as specified. Installation Costs shall include labor and materials to transport, unload, level, shim, touch-up paint, connections, debug, caulk as required and commission the system.

3.5 Contractor shall submit detailed Engineering Approval/Installation Drawing(s) within two (2) weeks from the Contract/Purchase Order Award to include:

- Equipment arrangements showing all equipment being supplied, including elevations and adjacent landmarks.
- Connection locations for all applicable utilities.
- Total connected electrical load, including inrush/surge requirements

3.6 Contractor will submit manufacturers written five (5) year (sixty (60) month) warranty on Compactor Frame and Ram Assemblies with quotation documents

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

4.1 Contractor 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)  
National Electric Code (NEC)  
Waste Equipment Manufacturers Institute (WEMI)  
National Electrical Manufacturers Association (NEMA)  
Occupational Safety and Health Administration (OSHA)

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

### **STATIONARY COMPACTOR**

5.1 The stationary compactor will be a High Compaction Model SSC-9860-2-6 six (6) cubic yard, manufacturer's nominal rated capacity, for heavy-duty applications, or equivalent, and include one (1) closed receiver container centering guide island with cover sheet and integral anchor feet.

### **CAPACITIES/DIMENSIONS**

5.2 The stationary compactor will have a base unit weight of 13,100 lbs. minimum, excluding hydraulic power unit and optional components.

5.3 The compactor charge chamber structural capacity will be a nominal six (6) cubic yards minimum. The WEMI Rating will be 1.62 net cubic yards capacity.

5.4 The compactor charge chamber opening (clear top) will be 90" inches in length x 58.0" inches in width minimum.

5.5 The compactor will develop 113,100 lbs. maximum compaction force at 2000 PSI system pressure utilizing two (2) six inch (6") effective bore diameter, double acting, hydraulic cylinders.

5.6 The compactor ram assembly will have sufficient stroke to penetrate the closed roll-off receiver container twenty-two inches (22") beyond the compactor breaker/header bar assembly.

5.7 The compactor ram assembly will perform one (1) complete cycle (forward and retract) in 56.9 seconds minimum under continuous load.

5.8 The compactor must demonstrate a throughput capacity of 102.5 cubic yards per hour under WEMI criteria.

5.9 The compactor will be furnished with a deck mounted hydraulic power unit consisting of a one hundred, forty-three (143) US gallon reservoir with all-weather fluid and NEMA & UL rated control panel. The power unit will be contained in an enclosed power unit encapsulation with one-hundred fifteen percent (115%) oil spill pan capacity and removable cover panels.

5.10 Compactor will be furnished with one (1) heavy-duty barrel type ratchet binder and one (1) Custom extended thru-the-wall fabrication with ratchet binder, and steel plate receiver container hooks sufficient to provide 126,000 # ultimate load capacity minimum.

5.11 The compactor floor will be one-half inch (1/2") AR (Abrasive Resistant) 235 steel plate with one inch (1.0") x twelve inch (12") x sixty inch (60") bar stock reinforcement under floor plate directly under breaker/header bar location.

5.12 The compactor floor will be reinforced with eight (8) six inch (6") x 8.2 lbs. structural channels on a progressive spacing pattern starting at the breaker/header bar reinforcement location.

5.13 The compactor side walls will each be one-half inch (1/2") A36 steel plate minimum.

5.14 The compactor side walls will be reinforced with six inch (6") x 15.3 lbs. structural Ship and Car channel.

5.15 The compactor breaker/header bar assembly will be fabricated with an eight inch (8") x eight inch (8") x three-quarter inch (3/4") structural angle iron member and reinforced with a one inch (1") x sixty inch (60") A36 bar stock. A three-quarter inch (3/4") A36 plate snout extension will be fabricated on the front of the compactor assembly



## **RAM CONSTRUCTION**

- 5.16 The compactor hydraulic cylinder mount will be fabricated from six inch (6") x six inch (6") x one-half inch (1/2") structural tube with one inch (1") x six inch (6") A36 steel plate reinforcements.
- 5.17 The compactor ram face plate will be one inch (1") A36 steel plate.
- 5.18 The compactor ram floor plate will be one inch (1") A36 steel plate.
- 5.19 The compactor ram side plates will each be one-quarter inch (1/4") A36 steel plate.
- 5.20 The compactor ram top plate will be three-eighths inch (3/8") A36 steel plate reinforced with six inch (6") x 8.2 lbs. structural channel
- 5.21 The compactor ram guides will be four inch (4") x four inch (4") x one-quarter inch (1/4") steel tubing. The compactor ram assembly will be furnished with four (4) Nylatron plastic guide/wear block/shoes with adjustable mounting and or shimming design.

## **ELECTRICAL**

### **HYDRAULIC POWER UNIT**

- 5.22 The remote, deck mounted, hydraulic power unit will include the following minimum features.
- 5.22.1 Remote control station with pull start-push stop (emergency stop) control switch with full load indicator light; amber advanced full load indicator light; key lock control switch. All push button controls will be NEMA type 4/13 water tight/oil tight.
- 5.22.2 Operating controls with adjustable (timer) multiple ram cycle control; automatic cycle/deadman control selector switch; ram stop position switch (extend-retract option); full/jam load automatic compactor shut-off control feature.
- 5.22.3 The hydraulic power unit shall be furnished with a 30 HP 240/480 volt, 3 phase, 60 hertz, 286TC frame totally enclosed fan cooled (TEFC) electric motor, to suit actual primary power supplied.
- 5.22.4 The hydraulic power unit shall be furnished with a NEMA rated control panel built to UL standards.
- 5.22.5 The hydraulic power control panel will be furnished with a NEMA rated industrial starter and machine tool type 120 volt transformer.
- 5.22.6 The hydraulic power unit will be furnished with electric actuated hydraulic directional control valves. The compactor body will be furnished with a rocker arm style limit switch to actuate ram travel forward and reverse and reverses ram directional movement at low hydraulic system pressure eliminating hydraulic system shock (soft-shift).
- 5.22.7 The hydraulic power unit and control panel will be furnished with an automatic compactor shut-down feature which indicates whether the compactors ram is jammed, or the container is full, prior to actuation of the directional control limit switch by means
- 5.22.7 Of a control timer and pressure switch which in turn actuates the full indicator light and stops the compactor hydraulic power unit.
- 5.22.8 The hydraulic power unit will be furnished with a boost hydraulic system to work conjunctive with a receiver container tailgate internal snout retention system and will include a compactor mounted remote driver stations with key lock switch and deadman directional operating controls. The Boost Hydraulic system is set at relief valve pressure.
- 5.22.9 The hydraulic power unit will be furnished with a 45 GPM constant displacement, vane type, hydraulic pump assembly, with check valves. Gear and/or hi-low type hydraulic pumps are not acceptable.
- 5.22.10 The hydraulic power unit will be furnished with a hydraulic directional valve equipped with tapered ports, tandem

center spool to reduce hydraulic system shock and restrict ram movement. The Power Unit will be furnished with reservoir mounted oil sight gauge, with thermometer, and liquid filled oil pressure gauge.

## **STRUCTURAL HOPPER EXTENSION**

5.23 The compactor will be furnished with a custom, side load, Hopper Extension fabricated from 11 gauge sheet steel with structural reinforcement. The side load hopper extension will be flared to either the right, or left side, and become flush with the exterior of the closed receiver container and will accommodate a Hydraulic Entrainable Cart/Container Dumper Mechanism. The hopper extension will measure approximately sixty inches (60") in height. The hopper extension will be approximately fifty-two and one-half inches (52-1/2") front to back, at the base, flush to the breaker/header bar assembly. The breaker/header bar face of the extension will flare six inches (6") rearward to the top of the hopper extension. The hopper extension will be one hundred, eight inches (108") in length at the top. The hopper extension will be approximately eighty-two inches (82") at the top and about sixty inches (60") at the base. The top peripheral edge, of the hopper, will be framed in four inch (4") x 5.4 lbs. structural channel with welded capped ends, as required.

## **CLOSED ROLL-OFF RECEIVER CONTAINER**

5.24 The Closed Roll-Off Receiver Container will be an Extra Heavy Duty Model SSC C-2240-RTXHD nominal forty-two (42) cubic yard capacity, extra heavy-duty, commercial/industrial service rating, with an 113,000 lbs. minimum force design structure, or equivalent. The receiver container servicing attachment must accommodate UCF or designated contractor, Mobile Roll-Off Equipment.

5.25 The closed roll-off receiver container will be constructed from two inch (2") x six inch (6") x one-quarter inch (1/4") wall x twenty-two ft. (22') longitudinal frame rail tubing. The bottom of each tubular frame rail will incorporate a three-eighths inch (3/8") x two inch (2") x twenty-two ft. (22') Steel Wear Strip.

5.26 The closed roll-off receiver container frame will be constructed with three inch (3") x 4.1 lbs. structural channel on eight inch (8") centers, at the rear of the container, graduating to sixteen inch (16") at the front of the container. All channel cross members are to be gusseted to the tubular frame rails at all contact points.

5.27 The pick-up end of the receiver container tubular frame rails incorporate a one and one-half inch (1-1/2") plate steel burnout bull nose for each rail. The pick-up end of the receiver container tubular frame rails will each incorporate four inch (4") diameter x one inch (1") wall x six inch (6") length tubular rail rollers.

5.28 The closed roll-off receiver container frame understructure will include two (2) eight and five-eighths inch (8-5/8") diameter front wheels with one and seven-eighths (1-7/8") diameter axle x ten inches (10") in length. The wheels will be furnished with steel plate end caps with collar fabrications and grease fittings.

5.29 The closed roll-off receiver container frame understructure will include two (2) eight and five-eighths inch (8-5/8") diameter rear wheels with one and seven-eighths (1-7/8") diameter axle x fourteen inches (14") in length. The wheels will be furnished with steel plate end caps with collar fabrications and grease fittings.

5.30 The closed roll-off receiver container frame understructure will include two (2) three-eighths inch (3/8") steel plate wheel brackets and reinforcement gussets for each of four (4) wheels.

5.31 The entire container floor will be three-sixteenths inch (3/16") thick formed steel sheet. All seam welds are to be full welds.

5.32 The entire receiver container side wall will each be three sixteenths inch (3/16") formed steel sheet. The entire side wall assembly will taper six inches (6") per side with tailgate end being the widest internal dimension.

5.33 The closed roll-off receiver container front wall and roof will be constructed of formed 12 gauge sheet steel. The receiver container roof will be tapered six inches (6") from the tailgate end to the front of the container body. The front container body wall will be equipped with a formed one-quarter inch (1/4") steel push plate strategically placed to engage the Hoist Frame Rails of a mobile roll-off service vehicle at rest. The front receiver container body wall will be furnished with a six inch (6") square observation window with internal expanded steel sheet.

5.34 The closed roll-off receiver container will have external formed channel reinforcement on both sides and roof spaced on

twelve inch (12") centers for the entire length of the container body. The reinforcement channels will be formed from 12 gauge sheet steel and measure three inches (3") wide and have two (2) three and one-half inch (3-1/2") legs.

5.35 The closed roll-off receiver container will have a three inch (3") x three inch (3") x one-quarter inch (1/4") tubular corner post.

5.36 The closed roll-off receiver container will have a custom SSC type tailgate assembly with extended internal snout and full tailgate opening closure door with seal and mechanical locking device.

5.37 The closed roll-off receiver container tailgate will be constructed from four inch (4") x four inch (4") x three sixteenths inch (3/16") wall tubing peripheral frame. The receiver container tailgate opening will be constructed from four inch (4") x four inch (4") x three sixteenths inch (3/16") wall tubing. The internal tailgate surface will be 10 gauge sheet steel.

5.38 The closed roll-off receiver container tailgate will be secured in the locked position with a container body mounted positive type ratchet/cam latching system with grease fittings.

5.39 The closed roll-off receiver container tailgate will include a minimum of three (3) three (3) leaf design off-set hinges with center leaf grease fitting. The tailgate opening full closure door with full seal will be designed and fitted in a manner to allow the closure door to lay vertically parallel to the container tailgate when open. The closure door will be secured in the open position with steel chains and hook details.

5.40 The entire closed roll-off receiver container assembly will incorporate a minimum of five-sixteenths inch (5/16") high-test alloy safety chains as required to conform to all safety criteria.

### **HIGH PROFILE HYDRAULIC CART/CONTAINER DUMPER**

5.41 The Hydraulic Cart/Container dumper will be a High-Profile Model HP-6000 Heavy-Duty, or equivalent. The Dual (2) Hydraulic Cylinder Dumper must accommodate various size capacity Entrainable Cart/ Containers and provide a gross lifting capacity of Six Thousand Lbs. (6000#). The dumper will include a Corral Type Container Servicing

Attachment that provides a positive retention design without generating excessive stress on the Entrainable Carts/Containers and/or Corral when physically engaged.

5.42 The hydraulic dumper frame and mounting structure will be fabricated with four inch (4") x six inch (6") x one-quarter inch (1/4") wall rectangular tubing with six inch (6") x six inch (6") x one-half inch (1/2") angle anchor feet. The dumper pivot shaft will be fabricated from six inch (6") x six inch (6") x one-half inch (1/2") square structural steel tubing and include two (2) heavy-duty spherical pivot bearings at ends of the pivot shaft.

5.43 The dumper corral rear wall will be fabricated from seven (7) gauge A36 steel sheet and attached to the pivot shaft with three-quarter inch (3/4") A36 steel plate burn-out gussets and/or reinforcement structure. The dumper corral will be of adequate design height to retain and funnel prematurely spilled solid waste, from the Entrainable Cart/Container, into the compactor hopper extension, preventing ground spillage. The corral will be one-quarter inch (1/4") A36 plate steel. The Rear Corral Wall will include Steel Plate Forks strategically located to engage the Entrainable Cart/Container FEL Fork Pockets.

### **HIGH PROFILE HYDRAULIC CART/CONTAINER DUMPER**

#### **ELECTRICAL**

5.44.1 The hydraulic power unit will be furnished with electric actuated hydraulic directional control valves. The dumper electric operating controls will incorporate a built-in time delay hydraulic cylinder actuation to prevent eliminating hydraulic system shock.

#### **HYDRAULIC**

5.45.1 The dumper will be driven through one hundred, twenty (120) degrees of arc, or rotation, with two (2) four and one-half inch (4-1/2") effective diameter, double acting, hydraulic cylinders fixed clevis mounted to the dumper frame and

adjustable clevis mounted to the dumper pivot shaft with one inch (1") diameter retaining pins.

5.45.2 The dumper will be provided with a, tandem mounted, seven and one-half (7-1/2) gallon per minute vane type, hydraulic pump assembly, with check valves. Gear and/or hi-low type hydraulic pumps are not acceptable. The dumper 7-1/2 GPM hydraulic pump will be shaft/flange mounted to the front of the compactor hydraulic pump assembly.

### **TOWABLE TIPPER CART**

5.46 Custom 6 cubic yard Tipper Cart with integrated model BS300 Hydraulic dumper, aluminum lids with prop rods, telescopic hitch with safety chains, wheeled jack, side fork pockets, tail lights.

### **TOWABLE 6 CUBIC YARD OCC CART**

5.47 Custom OCC 2 wheeled cart with hinged back access door, 6" slots for loading flattened OCC on all sides, wheeled jack, 2" ball hitch with safety chains, approximately 80" W, 88" H, 72" D (without hitch), to weigh approximately 1,100 lbs; cart to slant back to front easy access for manual unloading of cardboard

### **STATIONARY COMPACTOR**

#### **SLIDING HOPPER COVER**

6.1 To isolate inclement conditions from Solid Waste and Single Stream Recyclable Waste Material liquid contamination, an Electrical/Mechanical Steel Sliding Cover Assembly is installed to cover the Hopper Extension when the Compactor is not in use. Safety Interlocks preclude Compactor Start-Up if the Cover is not retracted. The Sliding Cover Assembly includes Flexible Conveyor Belt Material to Close-Off Fabrication Gaps and/or design clearance. Initial Cover Actuation is actuated by a security Key Pad Interlock. An Audible Warning will indicate start and movement.

#### **LIQUID DRAIN FIELD**

6.2 The Closed SSC Roll-Off Receiver Container will accommodate an Internal Liquid Drain Field System to control containment and discharge of accumulated free liquid collected in the Closed SSC Roll-Off Receiver Container Internal Sump Area.

6.21 The Internal Drain Field consists of four (4) five inch (5") diameter welded Steel, Thru-The-Container, equally spaced front wall tube collars with, five inch (5") internal diameter threaded end caps. The tailgate end, of the SSC Receiver Container will feature a formed one-quarter inch (1/4") perforated steel plate inclined baffle with one-quarter inch (1/4") diameter clearance holes on a repeat pattern that provides approximately seventy-five percent (75%) effective open area. The perforated baffle plate will contain four (4) five inch (5") diameter baffle plate steel tube sleeves welded to match the container front wall spacing. Approximate twenty ft. (20') lengths of perforated PVC plastic tubing will be installed in the five inch (5") diameter steel tube sleeves. The left and right hand area of the sump, created by the inclined baffle plate, will incorporate two (2) four inch (4") diameter ball valve with quick connect/disconnect fittings and liquid tight end cap with retaining chain, or cable.

6.22 An approximate Fifteen Ft (15') of wire reinforced Rubber Hose will tie the Container Ball Valve Discharge to an Owner Furnished Sanitary Inlet Quick Disconnect Fitting.

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

7.1 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 UCF's selection. Furnish and install UCF Logo Decal as designated, as well as, Regulatory Safety and/or Warning Decals.

## **8. QUOTATION DISCREPANCIES/NOTES**

8.1 The Contractor will list all deviations, discrepancies and/or areas on non-compliance to equipment specifications. Failure



## **Attachment B**

### **OCC AND SINGLE STREAM COMPACTOR GENERIC EQUIPMENT SPECIFICATIONS**

ONE CUSTOM HIGH COMPACTION NOMINAL SIX (6) CUBIC YARD CAPACITY (2.97 CUBIC YARD - INDUSTRY RATING) COMPACTOR ASSEMBLY, HYDRAULIC DUMPER TO ACCOMMODATE ENTRAINABLE CART/CONTAINERS, CLOSED RECEIVER CONTAINER AND ONE CUSTOM HD COMPACTION NOMINAL SIX (6) CUBIC YARD CAPACITY (2.97 CUBIC YARD - INDUSTRY RATING) COMPACTOR ASSEMBLY, HYDRAULIC DUMPER TO ACCOMMODATE ENTRAINABLE CART/CONTAINERS, CLOSED RECEIVER CONTAINER AND OPTIONAL ACCESSORIES AS OUTLINED

CAMPUS OCC AND RECYCLING SINGLE STREAM MATERIAL HANDLING AT UNIVERSITY OF CENTRAL FLORIDA, ORLANDO, FL 32816

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7. EQUIPMENT CLEANING, PREPARATION AND PAINTING.....
8. QUOTATION DISCREPANCIES/NOTES.....

#### **1. GENERAL**

This Request for Quotation/Equipment Specifications defines the services and proposed requirements for a Turnkey Recycling Compaction System to be installed at the UNIVERSITY OF CENTRAL FLORIDA.

This Request for Quotation/Equipment Specifications covers the key individual component equipment, of the OCC and Single Stream Recycling Compaction System, and are identified as follows:

- \* STATIONARY COMPACTORS (2)
- \* SIDE LOAD HOPPER EXTENSION (2)
- \* CLOSED ROLL-OFF RECEIVER CONTAINERS (2)
- \* HIGH PROFILE HYDRAULIC CART/CONTAINER DUMPER (2)
- \* OPTIONAL EQUIPMENT FEATURES

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

##### **CONTRACTOR AND UNIVERSITY:**

2.1 Contractor shall Provide and install one (1) complete Recycling Compaction System that manually and/or semi automatically receives single stream recyclables, generated from day to day operations, on the University of Central Florida grounds. Provide and install one (1) complete OCC Recyclable Compaction System that receives OCC, generated from day to day operations on the University of Central Florida grounds.

2.2 Contractor shall provide a complete turnkey operational system including all design, procurement, fabrication, assembly,

inspection, testing, delivery/transportation, installation and commissioning (start-up) of the equipment described in the details of this specification.

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

2.4 Contractor shall provide sufficient expertise necessary to install, commission and test the applicable equipment at the University's site.

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

2.6 University shall receive Contractors detailed equipment approval drawings, review same, make corrections and sign as a form of acceptance and/or approval. The Contractor shall provide "As Installed" corrected drawings at the end of final commissioning

2.7 Contractor's personnel must comply with University of Central Florida Safety Rules and General Regulations. Failure to meet Rules and Regulations shall qualify personnel for dismissal.

2.8 University shall supply Primary 240/480, 3 Phase, 60 Hertz Electrical Power Service and an adequate Fused Electrical Disconnect near the Hydraulic Power Unit location, as well as provide Primary Service to the Hydraulic Power Unit Control Panels.

2.9 University shall provide a suitable Reinforced Concrete Equipment Mounting Pad, to accommodate both the Stationary Compactors and Closed Roll-Off Receiver Containers, flush to existing grade and to include an adjacent, or inclusive Reinforced Concrete Equipment Mounting Pads to accommodate both the High-Profile Hydraulic Cart/Container Dumpers and Entrainable Cart/ Container access.

2.10 University shall furnish and install optional impregnated Steel Wear Plate Strips in above Reinforced Concrete Equipment Mounting Pads to facilitate the Closed Receivers Container Ground Rollers.

### **3. COMPACTOR REQUIREMENTS**

#### **CONTRACTOR:**

3.1 Contractor 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 #8 of this document

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

3.3 Contractors shall be required to visit the proposed equipment installation site, arranged with the University SWM, on the prior to submission of their Quotation.

3.4 Equipment Costs shall include all, equipment and materials in the system functional testing as specified. Installation Costs shall include labor and materials to transport, unload, level, shim, touch-up paint, connections, debug, caulk as required and commission the system.

3.5 Contractor shall submit detailed Engineering Approval/Installation Drawing(s) within two (2) weeks from the Contract/Purchase Order Award to include:

- Equipment arrangements showing all equipment being supplied, including elevations and adjacent landmarks.
- Connection locations for all applicable utilities.

- Total connected electrical load, including inrush/surge requirements

3.6 Contractor shall furnish appropriate Insurance Certificates naming University of Central Florida Board of Trustees as additionally insured, within two (2) weeks of Contract/Purchase Order Award. Contractor will submit manufacturers written five (5) year (sixty (60) month) warranty on Compactor Frame and Ram Assemblies with quotation documents.

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

4.1 Contractor 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)  
National Electric Code (NEC)  
Waste Equipment Manufacturers Institute (WEMI)  
National Electrical Manufacturers Association (NEMA)  
Occupational Safety and Health Administration (OSHA)

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

##### **STATIONARY COMPACTOR FOR OCC**

5.1 The stationary compactor will be a High Compaction six (6) cubic yard, manufacturer's nominal rated capacity, for heavy-duty applications, or equivalent, and include one (1) closed receiver container centering guide island with cover sheet and integral anchor feet.

##### **CAPACITIES/DIMENSIONS**

5.2 The stationary compactor will have a base unit weight of 13,100 lbs. minimum, excluding hydraulic power unit and optional components.

5.3 The compactor charge chamber structural capacity will be a nominal six (6) cubic yards minimum. The Industry Rating will be 2.97 net cubic yards capacity.

5.4 The compactor charge chamber opening (clear top) will be 90" inches in length x 58" inches in width minimum.

5.5 The compactor will develop 113,100 lbs. maximum compaction force at 2000 PSI system pressure utilizing two (2) six inch (6") effective bore diameter, double acting, hydraulic cylinders.

5.6 The compactor ram assembly will have sufficient stroke to penetrate the closed roll-off receiver container twenty-two inches (22") beyond the compactor breaker/header bar assembly.

5.7 The compactor ram assembly will perform one (1) complete cycle (forward and retract) in 56.9 seconds minimum under continuous load.

5.8 The compactor must demonstrate a throughput capacity of 102.5 cubic yards per hour under WEMI criteria.

5.9 The compactor will be furnished with a deck mounted hydraulic power unit consisting of a one hundred, forty-three (143) US gallon reservoir with all-weather fluid and NEMA & UL rated control panel. The power unit will be protected by a custom power unit cover with removable cover panels.

5.10 The compactor will be furnished with one (1) heavy-duty barrel type ratchet binder and one (1) Custom extended thru-the-wall fabrication with ratchet binder, and steel plate receiver container hooks sufficient to provide 126,000 # ultimate load capacity minimum.

5.11 The compactor floor will be one-half inch (1/2") AR (Abrasive Resistant) 235 steel plate with one inch (1.0") x twelve inch (12") x sixty inch (60") bar stock reinforcement under floor plate directly under breaker/header bar location.



5.12 The compactor floor will be reinforced with eight (8) six inch (6") x 8.2 lbs. structural channels on a progressive spacing pattern starting at the breaker/header bar reinforcement location.

5.13 The compactor side walls will each be one-half inch (1/2") A36 steel plate minimum.

5.14 The compactor side walls will be reinforced with six inch (6") x 15.3 lbs. structural Ship and Car channel.

5.15 The compactor breaker/header bar assembly will be fabricated with an eight inch (8") x eight inch (8") x three-quarter inch (3/4") structural angle iron member and reinforced with a one inch (1") x sixty inch (60") A36 bar stock. A three-quarter inch (3/4") A36 plate snout extension will be fabricated on the front of the compactor assembly.

## **RAM CONSTRUCTION**

5.16 The compactor hydraulic cylinder mount will be fabricated from six inch (6") x six inch (6") x one-half inch (1/2") structural tube with one inch (1") x six inch (6") A36 steel plate reinforcements.

5.17 The compactor ram face plate will be one inch (1") A36 steel plate.

5.18 The compactor ram floor plate will be one inch (1") A36 steel plate.

5.19 The compactor ram side plates will each be one-quarter inch (1/4") A36 steel plate.

5.20 The compactor ram top plate will be three-eighths inch (3/8") A36 steel plate reinforced with six inch (6") x 8.2 lbs. structural channel.

5.21 The compactor ram guides will be four inch (4") x four inch (4") x one-quarter inch (1/4") steel tubing. The compactor ram assembly will be furnished with four (4) Nylatron plastic guide/wear block/shoes with adjustable mounting and or shimming design.

## **ELECTRICAL**

### **HYDRAULIC POWER UNIT**

5.22 The remote, deck mounted, hydraulic power unit will include the following minimum features.

5.22.1 Remote control station with pull start-push stop (emergency stop) control switch with full load indicator light; amber advanced full load indicator light; key lock control switch. All push button controls will be NEMA type 4/13 water tight/oil tight.

5.22.2 Operating controls with adjustable (timer) multiple ram cycle control; automatic cycle/deadman control selector switch; ram stop position switch (extend-retract option); full/jam load auto-matic compactor shut-off control feature.

5.22.3 The hydraulic power unit shall be furnished with a 30 HP 240/480 volt, 3 phase, 60 hertz, 286TC frame totally enclosed fan cooled (TEFC) electric motor, to suit actual primary power supplied.

5.22.4 The hydraulic power unit shall be furnished with a NEMA rated control panel built to UL standards.

5.22.5 The hydraulic power control panel will be furnished with a NEMA rated industrial starter and machine tool type 120 volt transformer.

5.22.6 The hydraulic power unit will be furnished with electric actuated hydraulic directional control valves. The compactor body will be furnished with a rocker arm style limit switch to actuate ram travel forward and reverse and reverses ram directional movement at low hydraulic system pressure eliminating hydraulic system shock (soft-shift).

5.22.7 The hydraulic power unit and control panel will be furnished with an automatic compactor shut-down feature which indicates whether the compactors ram is jammed, or the container is full, prior to actuation of the directional control limit

switch by means of a control timer and pressure switch which in turn actuates the full indicator light and stops the compactor hydraulic power unit.

5.22.8 The hydraulic power unit will be furnished with a boost hydraulic system to work conjunctive with a receiver container tailgate internal snout retention system and will include a compactor mounted remote driver stations with key lock switch and deadman directional operating controls. The Boost Hydraulic system is set at relief valve pressure.

5.22.9 The hydraulic power unit will be furnished with a 45 GPM constant displacement, vane type, hydraulic pump assembly, with check valves. Gear and/or hi-low type hydraulic pumps are not acceptable.

5.22.10 The hydraulic power unit will be furnished with a hydraulic directional valve equipped with tapered ports, tandem center spool to reduce hydraulic system shock and restrict ram movement. The Power Unit will be furnished with reservoir mounted oil sight gauge, with thermometer, and liquid filled oil pressure gauge.

### **STRUCTURAL HOPPER EXTENSION**

5.23 The compactor will be furnished with a custom, side load, Hopper Extension fabricated from 11 gauge sheet steel with structural reinforcement. The side load hopper extension will be flared to either the right, or left side, and become flush with the exterior of the closed receiver container and will accommodate a Hydraulic Entrainable Cart/Container Dumper Mechanism. The hopper extension will measure approximately sixty inches (60") in height. The hopper extension will be approximately fifty-two and one-half inches (52-1/2") front to back, at the base, flush to the breaker/header bar assembly. The breaker/header bar face of the extension will flare six inches (6") rearward to the top of the hopper extension. The hopper extension will be one hundred, eight inches (108") in length at the top. The hopper extension will be approximately eighty-two inches (82") at the top and about sixty inches (60") at the base. The top peripheral edge, of the hopper, will be framed in four inch (4") x 5.4 lbs. structural channel with welded capped ends, as required.

### **STATIONARY COMPACTOR FOR SINGLE STREAM RECYCLEABLES:**

5.24 The stationary compactor will be a HD Compaction six (6) cubic yard, manufacturer's nominal rated capacity, for heavy-duty applications, or equivalent, and include one (1) closed receiver container centering guide island with cover sheet and integral anchor feet.

### **CAPACITIES/DIMENSIONS**

5.25 The stationary compactor will have a base unit weight of 12,600 lbs. minimum, excluding hydraulic power unit and optional components.

5.26 The compactor charge chamber structural capacity will be a nominal six (6) cubic yards minimum. The Industry Rating will be 2.97 net cubic yards capacity.

5.27 The compactor charge chamber opening (clear top) will be 90" inches in length x 58" inches in width minimum.

5.28 The compactor will develop 76,960 lbs. maximum compaction force at 2000 PSI system pressure utilizing one (1) seven inch (7") effective bore diameter, double acting, hydraulic cylinder.

5.29 The compactor ram assembly will have sufficient stroke to penetrate the closed roll-off receiver container twenty-two inches (22") beyond the compactor breaker/header bar assembly.

5.30 The compactor ram assembly will perform one (1) complete cycle (forward and retract) in 65 seconds minimum under continuous load.

5.31 The compactor must demonstrate a throughput capacity of 102.5 cubic yards per hour under WEMICriteria.

5.32 The compactor will be furnished with a deck mounted hydraulic power unit consisting of a one hundred, forty-three (143) US gallon reservoir with all-weather fluid and NEMA & UL rated control panel. The power unit will be protected by a custom power unit cover with removable cover panels.

5.33 Compactor will be furnished with one (1) heavy-duty barrel type ratchet binder and one (1) Custom extended thru-the-wall fabrication with ratchet binder, and steel plate receiver container hooks sufficient to provide 126,000 # ultimate load

capacity minimum.

5.34 The compactor floor will be one-half inch (1/2") AR (Abrasive Resistant) 235 steel plate with one inch (1.0") x twelve inch (12") x sixty inch (60") bar stock reinforcement under floor plate directly under breaker/header bar location.

5.35 The compactor floor will be reinforced with eight (8) six inch (6") x 8.2 lbs. structural channels on progressive spacing pattern starting at the breaker/header bar reinforcement location.

5.36 The compactor side walls will each be one-half inch (1/2") A36 steel plate minimum.

5.37 The compactor side walls will be reinforced with six inch (6") x 15.3 lbs. structural Ship and Car channel.

5.38 The compactor breaker/header bar assembly will be fabricated with an eight inch (8") x eight inch (8") x three-quarter inch (3/4") structural angle iron member and reinforced with a one inch (1") x sixty inch (60") A36 bar stock. A three-quarter inch (3/4") A36 plate snout extension will be fabricated on the front of the compactor assembly.

## **RAM CONSTRUCTION**

5.39 The compactor hydraulic cylinder mount will be fabricated from six inch (6") x six inch (6") x one-half inch (1/2") structural tube with one inch (1") x six inch (6") A36 steel plate reinforcements.

5.40 The compactor ram face plate will be one inch (1") A36 steel plate.

5.41 The compactor ram floor plate will be one inch (1") A36 steel plate.

5.42 The compactor ram side plates will each be one-quarter inch (1/4") A36 steel plate.

5.43 The compactor ram top plate will be three-eighths inch (3/8") A36 steel plate reinforced with six inch (6") x 8.2 lbs. structural channel.

5.44 The compactor ram guides will be four inch (4") x four inch (4") x one-quarter inch (1/4") steel tubing. The compactor ram assembly will be furnished with four (4) Nylatron plastic guide/wear block/shoes with adjustable mounting and or shimming design.

## **ELECTRICAL**

### **HYDRAULIC POWER UNIT**

5.45 The remote, deck mounted, hydraulic power unit will include the following minimum features.

5.45.1 Remote control station with pull start-push stop (emergency stop) control switch with full load indicator light; amber advanced full load indicator light; key lock control switch. All push button controls will be NEMA type 4/13 water tight/oil tight.

5.45.2 Operating controls with adjustable (timer) multiple ram cycle control; automatic cycle/deadman control selector switch; ram stop position switch (extend-retract option); full/jam load auto-matic compactor shut-off control feature.

5.45.3 The hydraulic power unit shall be furnished with a 20 HP 240/480 volt, 3 phase, 60 hertz, 286TC frame totally enclosed fan cooled (TEFC) electric motor, to suit actual primary power supplied.

5.45.4 The hydraulic power unit shall be furnished with a NEMA rated control panel built to UL standards.

5.45.5 The hydraulic power control panel will be furnished with a NEMA rated industrial starter and machine tool type 120 volt transformer.

5.45.6 The hydraulic power unit will be furnished with electric actuated hydraulic directional control valves. The compactor

body will be furnished with a rocker arm style limit switch to actuate ram travel forward and reverse and reverses ram directional movement at low hydraulic system pressure eliminating hydraulic system shock (soft-shift).

5.45.7 The hydraulic power unit and control panel will be furnished with an automatic compactor shut-down feature which indicates whether the compactors ram is jammed, or the container is full, prior to actuation of the directional control limit switch by means of a control timer and pressure switch which in turn actuates the full indicator light and stops the compactor hydraulic power unit.

5.45.8 The hydraulic power unit will be furnished with a boost hydraulic system to work with a receiver container tailgate internal snout retention system and will include a compactor mounted remote driver stations with key lock switch and deadman directional operating controls. The Boost Hydraulic system is set at relief valve pressure.

5.45.9 The hydraulic power unit will be furnished with a 30 GPM constant displacement, vane type, hydraulic pump assembly, with check valves. Gear and/or hi-low type hydraulic pumps are not acceptable.

5.45.10 The hydraulic power unit will be furnished with a hydraulic directional valve equipped with tapered ports, tandem center spool to reduce hydraulic system shock and restrict ram movement. The Power Unit will be furnished with reservoir mounted oil sight gauge, with thermometer, and liquid filled oil pressure gauge.

### **STRUCTURAL HOPPER EXTENSION**

5.46 The compactor will be furnished with a custom, side load, Hopper Extension fabricated from 11 gauge sheet steel with structural reinforcement. The side load hopper extension will be flared to either the right, or left side, and become flush with the exterior of the closed receiver container and will accommodate a Hydraulic Entrainable Cart/Container Dumper Mechanism. The hopper extension will measure approximately sixty inches (60") in height. The hopper extension will be approximately fifty-two and one-half inches (52-1/2") front to back, at the base, flush to the breaker/header bar assembly. The breaker/header bar face of the extension will flare six inches (6") rearward to the top of the hopper extension. The hopper extension will be one hundred, eight inches (108") in length at the top. The hopper extension will be approximately eighty-two inches (82") at the top and about sixty inches (60") at the base. The top peripheral edge, of the hopper, will be framed in four inch (4") x 5.4 lbs. structural channel with welded capped ends, as required.

### **TWO (2) CLOSED ROLL-OFF RECEIVER CONTAINERS**

5.47 The Closed Roll-Off Receiver Container will be an Extra Heavy Duty nominal forty (40) cubic yard capacity, extra heavy-duty, commercial/industrial service rating, with an 113,000 lbs. minimum force design structure, or equivalent. The receiver container servicing attachment must accommodate the University of Central Florida or designated contractor, Mobile Roll-Off Equipment.

5.48 The closed roll-off receiver container will be constructed from two inch (2") x six inch (6") x one-quarter inch (1/4") wall x twenty-two ft. (22') longitudinal frame rail tubing. The bottom of each tubular frame rail will incorporate a three-eighths inch (3/8") x two inch (2") x twenty-two ft. (22') Steel Wear Strip.

5.49 The closed roll-off receiver container frame will be constructed with three inch (3") x 4.1 lbs structural channel on eight inch (8") centers, at the rear of the container, graduating to sixteen inch (16") at the front of the container. All channel cross members are to be gusseted to the tubular frame rails at all contact points.

5.50 The pick-up end of the receiver container tubular frame rails incorporate a one and one-half inch (1-1/2") plate steel burnout bull nose for each rail. The pick-up end of the receiver container tubular frame rails will each incorporate four inch (4") diameter x one inch (1") wall x six inch (6") length tubular rail rollers.

### **CLOSED ROLL-OFF RECEIVER CONTAINER**

5.51 The closed roll-off receiver container frame understructure will include two (2) eight and five-eighths inch (8-5/8") diameter front wheels with one and seven-eighths (1-7/8") diameter axle x ten inches (10") in length. The wheels will be furnished with steel plate end caps with collar fabrications and grease fittings.

5.52 The closed roll-off receiver container frame understructure will include two (2) eight and five-eighths inch (8-5/8")

diameter rear wheels with one and seven-eighths (1-7/8") diameter axle x fourteen inches (14") in length. The wheels will be furnished with steel plate end caps with collar fabrications and grease fittings.

5.53 The closed roll-off receiver container frame understructure will include two (2) three-eighths inch (3/8") steel plate wheel brackets and reinforcement gussets for each of four (4) wheels.

5.54 The entire container floor will be three-sixteenths inch (3/16") thick formed steel sheet. All seam welds are to be full welds.

5.55 The entire receiver container side wall will each be three sixteenths inch (3/16") formed steel sheet. The entire side wall assembly will taper six inches (6") per side with tailgate end being the widest internal dimension.

5.56 The closed roll-off receiver container front wall and roof will be constructed of formed 12 gauge sheet steel. The receiver container roof will be tapered six inches (6") from the tailgate end to the front of the container body. The front container body wall will be equipped with a formed one-quarter inch (1/4") steel push plate strategically placed to engage the Hoist Frame Rails of a mobile roll-off service vehicle at rest. The front receiver container body wall will be furnished with a six inch (6") square observation window with internal expanded steel sheet.

5.57 The closed roll-off receiver container will have external formed channel reinforcement on both sides and roof spaced on twelve inch (12") centers for the entire length of the container body. The reinforcement channels will be formed from 12 gauge sheet steel and measure three inches (3") wide and have two (2) three and one-half inch (3-1/2") legs.

5.58 The closed roll-off receiver container will have a three inch (3") x three inch (3") x one-quarter inch (1/4") tubular corner post.

5.59 The closed roll-off receiver container tailgate will be constructed from four inch (4") x four inch (4") x three sixteenths inch (3/16") wall tubing peripheral frame. The receiver container tailgate opening will be constructed from four inch (4") x four inch (4") x three sixteenths inch (3/16") wall tubing. The internal tailgate surface will be 10 gauge sheet steel.

5.60 The closed roll-off receiver container tailgate will be secured in the locked position with a container body mounted positive type ratchet/cam latching system with grease fittings.

## **CLOSED ROLL-OFF RECEIVER CONTAINER**

5.61 The closed roll-off receiver container tailgate will include a minimum of three (3) three (3) leaf design off-set hinges with center leaf grease fitting. The tailgate opening full closure door with full seal will be designed and fitted in a manner to allow the closure door to lay vertically parallel to the container tailgate when open. The closure door will be secured in the open position with steel chains and hook details.

5.62 The entire closed roll-off receiver container assembly will incorporate a minimum of five-sixteenths inch (5/16") high-test alloy safety chains as required to conform to all safety criteria.

5.63 The container door opening will include a custom flip down closure door with gas assist lift springs.

## **TWO (2) HIGH PROFILE HYDRAULIC CART/CONTAINER DUMPERS**

5.64 The Hydraulic Cart/Container dumper will be a High-Profile Heavy-Duty, or equivalent. The Dual (2) Hydraulic Cylinder Dumper must accommodate various size capacity Entrainable Cart/Containers and provide a gross lifting capacity of Six Thousand Lbs. (6000#). The dumper will include a Corral Type Container Servicing attachment that provides a positive retention design without generating excessive stress on the Entrainable Carts/Containers and/or Corral when physically engaged.

5.65 The hydraulic dumper frame and mounting structure will be fabricated with four inch (4") x six inch (6") x one-quarter inch (1/4") wall rectangular tubing with six inch (6") x six inch (6") x one-half inch (1/2") angle anchor feet. The dumper pivot shaft will be fabricated from six inch (6") x six inch (6") x one-half inch (1/2") square structural steel tubing and include two (2) heavy-duty spherical pivot bearings at ends of the pivot shaft.

5.66 The dumper corral rear wall will be fabricated from seven (7) gauge A36 steel sheet and attached to the pivot shaft with three-quarter inch (3/4") A36 steel plate burn-out gussets and/or reinforcement structure. The dumper corral will be of adequate

design height to retain and funnel prematurely spilled solid waste, from the Entrainable Cart/Container, into the compactor hopper extension, preventing ground spillage. The corral will be one-quarter inch (1/4") A36 plate steel. The Rear Corral Wall will include Steel Plate Forks strategically located to engage the Entrainable Cart/Container FEL Fork Pockets.

## **ELECTRICAL**

5.67.1 The hydraulic power unit will be furnished with electric actuated hydraulic directional control valves. The dumper electric operating controls will incorporate a built-in time delay hydraulic cylinder actuation to prevent eliminating hydraulic system shock.

5.68.1 The dumper will be driven through one hundred, twenty (120) degrees of arc, or rotation, with two (2) four and one-half inch (4-1/2") effective diameter, double acting, hydraulic cylinders fixed clevis mounted to the dumper frame and adjustable clevis mounted to the dumper pivot shaft with one inch (1") diameter retaining pins.

## **HYDRAULIC**

5.68.2 The dumper will be provided with a, tandem mounted, seven and one-half (7-1/2) gallon per minute vane type, hydraulic pump assembly, with check valves. Gear and/or hi-low type hydraulic pumps are not acceptable. The dumper 7-1/2 GPM hydraulic pump will be shaft/flange mounted to the front of the compactor hydraulic pump assembly.

## **TOWABLE TIPPER CART**

5.69 Custom 6 cubic yard Tipper Cart with integrated Hydraulic dumper, aluminum lids with prop rods, telescopic hitch with safety chains, wheeled jack, side fork pockets, tail lights.

## **STATIONARY COMPACTOR**

### **TWO (2) SLIDING HOPPER COVERS**

6.1 To isolate inclement conditions from Solid Waste and Single Stream Recyclable Waste Material liquid contamination, an Electrical/Mechanical Steel Sliding Cover Assembly is installed to cover the Hopper Extension when the Compactors are not in use. Safety Interlocks preclude Compactor Start-Up if the Cover is not retracted. The Sliding Cover Assembly includes Flexible Conveyor Belt Material to Close-Off Fabrication Gaps and/or design clearance. Initial Cover Actuation is actuated by a security Key Pad Interlock. An Audible Warning will indicate start and movement.

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

7.1 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 OF CENTRAL FLORIDA selection. Furnish and install UNIVERSITY OF CENTRAL FLORIDA Logo Decal as designated, as well as, regulatory Safety and/or Warning Decals.

## **8. QUOTATION DISCREPANCIES/NOTES**

8.1 The Contractor will list all deviations, discrepancies and/or areas on non-compliance to equipment specifications. Failure to list all deviations, discrepancies and/or areas of non-compliance may be grounds for disqualification, at the discretion of the University.



## **Attachment C**

### **GENERAL EQUIPMENT SPECIFICATIONS FOR SOLID WASTE & RECYCLING ENTRAINABLE (FEL) TRAILER WITH HYDRAULIC DUMPER (CURRENT) 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 ALUMINUM LID WITH COUNTERBALANCED LID OPEN LOADING POSITION

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

2.1 Contractor 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, at the University of Central Florida.

2.2 The Contractor 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 Contractors personnel must comply with the University of Central Florida Safety Rules and General Regulations, while at the University of Central Florida. Failure to meet Rules and Regulations shall qualify Contractor's Personnel for dismissal.

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

2.6 University shall receive Contractor's detailed equipment approval drawings, review same, make corrections and sign, as a form of acceptance and/or approval.

2.7 Contractor shall unload equipment, in a timely manner, when delivered to the selected site at University of Central Florida

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

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

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

4.1 Contractor 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.

**ATTACHMENT 1**  
**Secure Handling of UCF Data**

**Secure protection and handling of data by vendors and third parties**

1. Network Security. Vendor agrees at all times to maintain network security that – at a minimum – includes: network firewall provisioning, intrusion detection, and regular third party penetration testing. Likewise Vendor agrees to maintain network security that conforms to one of the following:
  - a) Those standards that UCF applies to its own network, as found at <http://www.cst.ucf.edu/about/information-security-office/iso-policies-standards/>
  - b) Current standards set forth and maintained by the National Institute of Standards and Technology, including those at: <http://web.nvd.nist.gov/view/ncp/repository>
  - c) Any generally recognized comparable standard (e.g., ISO/IEC 27001, etc.) that Vendor then applies to its own network.
2. Data Security. Vendor agrees to protect and maintain the security of UCF data based on the latest industry security standards and best practices. These security measures include, but are not limited to, maintaining secure segmented networks, maintaining systems that are up-to-date, and environments free of malware.
3. Data Transmission. Vendor agrees that any and all transmission or exchange of system application data with UCF and/or any other parties expressly designated by UCF – solely in accordance with Section 6 below – shall take place via secure means, e.g. HTTPS or FTPS with 128 bit key AES encryption or better.
4. Data Storage. Vendor agrees that any and all UCF data will be stored, processed, and maintained solely on designated target servers and that no UCF data at any time will be processed on or transferred to any portable or laptop computing device or any portable storage medium, unless that storage medium is in use as part of the Vendor's designated backup and recovery processes.
5. Data Encryption. Vendor agrees to store all UCF backup data as part of the its designated backup and recovery processes in encrypted form using 128 bit key AES encryption or better.
6. Data Re-Use. Vendor agrees that any and all data exchanged shall be used expressly and solely for the purposes enumerated in the Current Agreement. Data shall not be distributed, repurposed or shared across other applications, environments, or business units of Vendor.  
Vendor further agrees that no UCF data of any kind shall be transmitted, exchanged or otherwise passed to other vendors or interested parties except on a case-by-case basis as specifically agreed to in writing by an agent of UCF.
7. End of Agreement Data Handling. Vendor agrees that upon termination of this Agreement or termination of the pertinent records retention period, whichever is later, it shall erase, destroy, and render unreadable all UCF data according to the standards enumerated in DOD 5220.22 or NIST 800-88 and certify in writing that these actions have been completed at a mutually predetermined date.
8. Data Breach. Vendor agrees to comply with all applicable laws that require the notification of individuals in the event of unauthorized release of personally-identifiable information or other event requiring notification. In the event of a breach of any of Vendor's security obligations or other event requiring notification under applicable law ("Notification Event"), Vendor agrees to assume responsibility for informing all such individuals in accordance with applicable law and to indemnify, hold harmless and defend UCF and its trustees, officers, and employees from and against any claims, damages, or other harm related to such Notification Event.  
Related Documents:
  - Third-Party Outsourcing (Cloud Computing) of University Data
  - UCF Third Party Assurance Questionnaire
  - 4-008 Data Classification and Protection
9. FERPA. If Vendor is provided access to any student personally identifiable information (as defined under FERPA), Vendor acknowledges that it will comply with the privacy regulations outlined in the Family Educational Rights and Privacy Act ("FERPA"), for the handling of such information, to the extent such regulations apply to Vendor. Vendor will not disclose or use any student information except to the extent necessary to carry out its obligations under its agreement with UCF and as permitted by FERPA.

Company: \_\_\_\_\_  
Authorized Representative's Name: \_\_\_\_\_  
Authorized Representative's Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

ATTACHMENT 2

**BIDDER'S STATEMENT OF PRINCIPAL PLACE OF BUSINESS**  
*(Must be completed & submitted with each competitive solicitation)*

Name of Bidder: \_\_\_\_\_

Identify the state in which the Bidder has its principal place of business: \_\_\_\_\_

**Proceed as follow: IF your principal place of business above is located within the State of Florida, the Bidder must sign below and attach to your solicitation. No further action is required. IF your principal place of business is outside of the State of Florida the following must be completed by an attorney and returned with your solicitation. Failure to comply may be considered to be non-responsive to this solicitation.**

**OPINION OF OUT-OF-STATE BIDDER'S ATTORNEY ON BIDDING PREFERENCES**

*(To be completed by the Attorney for an Out-of-State Bidder)*

**NOTICE:** Section 287.084(2), Fla. Stat., provides that "a vendor whose principal place of business is outside this state must accompany any written bid, proposal, or reply documents with a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that state [or political subdivision thereof] to its own business entities whose principal places of business are in that foreign state in the letting of any or all public contracts."

**LEGAL OPINION ABOUT STATE BIDDING PREFERENCES**

*(Please Select One)*

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: [Please describe applicable preference(s) and identify applicable state law(s)]:  
\_\_\_\_\_  
\_\_\_\_\_

**LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES**

*(Please Select One)*

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision.

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: [Please describe applicable preference(s) and identify applicable authority granting the preference(s)]:  
\_\_\_\_\_  
\_\_\_\_\_

Signature of out-of-state Bidder's attorney: \_\_\_\_\_

Printed name of out-of-state Bidder's attorney: \_\_\_\_\_

Address of out-of-state bidder's attorney: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number of out-of-state bidder's attorney: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email address of out-of-state bidder's attorney: \_\_\_\_\_

Attorney's states of bar admission: \_\_\_\_\_

Bidder's Printed Name: \_\_\_\_\_

Signature \_\_\_\_\_

### Attachment 3

#### CERTIFICATE OF NON-SEGREGATED FACILITIES

We, \_\_\_\_\_ certify to the University of Central Florida that we do not and will not maintain or provide for our employees any segregated facilities at any of our establishments, and that we do not and will not permit our employees to perform their services, under our control, where segregated facilities are maintained. We understand and agree that a breach of this certification is a violation of the Equal Opportunity clause required by Executive order 11246, amended..

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash room, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom or otherwise.

We, further, agree that (except where we have obtained identical certifications from offered subcontractors for specific time periods) we will obtain identical certifications from offered subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that we will retain such certification in our files; and that we will forward the following notice to such offered subcontractors (except where the offered subcontractors have submitted certifications for specific time periods):

NOTE TO PROSPECTIVE SUBCONTRACTORS OR REQUIREMENTS FOR CERTIFICATIONS OF NON-SEGREGATED FACILITIES. A Certificate of Non-segregated Facilities, as required by the 9 May 1967 order on Elimination of Segregated Facilities, by the Secretary of Labor (32 Fed. Reg. 7439, 19 May 1967), must be submitted prior to the award of a sub-contract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each sub-contract or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

**The Contractor and subcontractors shall abide by the requirements of 41 CFR, Section 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.**

**NOTE: Whoever knowingly and willfully makes any false, fictitious, or fraudulent representation may be liable to criminal prosecution under 18 U.S.C. 1001.**

### Attachment 3

#### CERTIFICATE OF NON-SEGREGATED FACILITIES SUBPART - CONTRACTOR'S AGREEMENTS

**SEC. 202.** Except in contracts exempted in accordance with Section 204 of this Order, all Government contracting agencies shall include in every Government contract hereafter entered into the following provisions:

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (3) The contractor will send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies

invoiced as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (7) The contractor will include the provision of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase orders the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

SEC. 402 Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era:

- (1) The contractor agrees to comply with the affirmative action clause and regulation published by the US Department of Labor implementing Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974, as amended, and Executive Order 11701, which are incorporated in this certificate by reference.

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

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

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

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

**Attachment 4**

**COMPLIANCE AND  
CERTIFICATION OF GOOD STANDINGS**

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 Procurement Services Department prior to providing any goods or services required under the resulting contract.** Noncompliance with this provision may constitute rejection of proposal or termination of a contract at UCF's sole discretion.

**CERTIFICATION**

I certify that the company submitting an offer 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: \_\_\_\_\_



## Attachment 5 Submission Instructions for Suppliers

Please follow these instructions to submit via our Public Portal.

### 1. Prepare your submission materials:

#### Requested Information

Name	Type	# Files	Requirement
Vendor Bid Submittal	File Type: Any	Multiple	Required

#### Requested Documents:

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

### 2. Upload your submission at:

<https://ucfprocurement.bonfirehub.com/opportunities/7885>

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **June 15, 2018 3:00 PM EDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.

#### Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

#### Need Help?

University of Central Florida Procurement Services uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at [Support@GoBonfire.com](mailto:Support@GoBonfire.com) for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>

**Attachment 6**

**AFFIDAVIT OF CRIMINAL BACKGROUND, E-VERIFY AND DRUG SCREENING**

CONTRACT: \_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

By signing this form, I am swearing or affirming that all individuals providing work or services to UCF under the above-referenced Agreement, on any UCF owned or leased property: (i) have been background screened in accordance with requirements set forth in the Agreement; (ii) have been deemed eligible by Contractor to provide work or services to UCF based on the results of such screening; (iii) have passed drug screening; and (iv) are legally eligible to work in Florida.

The information contained herein is current, as of the date this Affidavit is furnished to UCF. All individuals providing work of services to UCF under the above-referenced Agreement are listed below.

Each individual is identified by name, date of birth and shall fall into one (1) of the following categories:

- Previously screened and deemed eligible.  
[Attach list of individuals]
  
- New individuals screened and deemed eligible.  
[Attach list of individuals]
  
- Individuals no longer providing services for Contractor under the Agreement  
[Attach list of individuals]

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

Sworn to and subscribed before me this \_\_ day of \_\_\_\_\_, 2018.

My commission expires