

THE DISTRICT BOARD OF TRUSTEES OF  
PENSACOLA JUNIOR COLLEGE, FLORIDA  
1000 COLLEGE BOULEVARD  
PENSACOLA, FL 32504-8998

May 2, 2006

BID NO. 22, 2005/2006

**INVITATION TO BID (ITB) ON DUMPSTER RENTAL AND SERVICE**  
**FOR**  
**PENSACOLA JUNIOR COLLEGE**

The District Board of Trustees of Pensacola Junior College, Florida hereby extends an Invitation To Bid (ITB) on Dumpster Rental and Service for Pensacola Junior College, as specified in this bid request.

All terms and conditions included hereafter are part of this bid request. Any bid failing to comply with all of these terms and conditions may not be accepted. Rights are reserved to reject any and all bids and to waive any and all technicalities.

Directions for submitting bids include the following:

1. **All bids must be mailed or delivered to the attention of the Director of Purchasing and Auxiliary Services, and be received in the Purchasing and Auxiliary Services Office, Pensacola Junior College, Building 7, Room 737, 1000 College Boulevard, Pensacola, Florida 32504-8998, or delivered to the bid opening site, not later than 11:00 A.M., local time, Tuesday, May 16, 2006 and shall be clearly marked "SEALED ITB NO. 22, 2005/2006 – Dumpster Rental and Service for Pensacola Junior College. Due to the requirement of sealed bidding, facsimile bids will not be acceptable as valid bid responses. All bids shall be submitted on the bid form, herein included, and shall be properly signed by an authorized representative of the firm or entity submitting the bid, with delivery or completion date clearly indicated, in order to be considered. Attach all amplifying instructions and documents to this bid form. In the event that you are unable to submit a bid, written notification should be submitted to the Purchasing and Auxiliary Services Office in order for your firm's name to remain on the mailing list.**

An evaluation committee meeting, in accordance with FS 286.011(1), is scheduled to be held on **Thursday, May 18, 2006, at 9:00 A.M.** in the Barfield Administration Building No. 7, Room 737, 1000 College Boulevard, Pensacola, Florida 32504-8998. Bid tabulations and award recommendations will be posted in the Purchasing Department, Pensacola Junior College. Posting normally occurs within 10 days of bid opening date.

2. A person or affiliate who has been placed on the 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 threshold amount provided in F.S. 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
3. Any person(s) requiring reasonable accommodations, in accordance with the provisions of the American With Disabilities Act for attendance at the scheduled bid opening shall contact the Office of the Director of Purchasing and Auxiliary Services, at least seventy-two (72) hours in advance of the scheduled bid opening deadline as indicated on Page 1, herein.
4. Price, quality, specifications and time of guaranteed delivery will be the determining factors in the award of the bid.
5. All prices shall be firm until order is placed, unless otherwise specified herein or indicated by bidder.
6. **All bid prices shall be FOB Pensacola Junior College locations as listed herein.**
7. Failure to file a protest within the time prescribed in F.S. 120.57(3), or failure to post the bond or other security as required by F.S. 287.042(2)(c) shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. All protests must be delivered to the Director of Purchasing & Auxiliary Services, Pensacola Junior College, 1000 College Blvd., Pensacola, FL. 32504 within the time prescribed in Chapter 120, Florida Statutes to be considered valid.
8. In the event of an error in extending the total cost of any item, the unit price submitted will prevail.
9. **With the consent and agreement of the successful bidder(s)** purchases may be made under this ITB by other community colleges, state universities, district school boards and by other educational institutions within the state of Florida. Such purchases shall be governed by the same terms and conditions stated in the proposal solicitation as provided in State Board of Education Rule 6A14.0734(2) (c). If the period of time is not defined within the solicitation, the prices, terms and conditions shall be firm for 120 days from the date of award. Bidders shall note exceptions to the above paragraph, if any.
10. Bids may be awarded or rejected, item-by-item, in sub-group(s) or in whole, at the discretion of Pensacola Junior College.

11. Any award on the basis of this bid will be contingent upon approval by The District Board of Trustees of Pensacola Junior College, Florida, and the terms of the contract to be negotiated with the successful bidder.
12. Insurance: The successful bidder shall provide appropriate insurance as indicated hereafter:
  - (a) Workmen's compensation insurance as required by FS 440 covering the successful firm's employees:
  - (b) General public liability insurance against bodily injury, personal injury, and property damages, in limits of not less than \$1,000,000.00 each occurrence; \$3,000,000.00 per aggregate. The District Board of Trustees, Pensacola Junior College, Florida shall be named as an additional insured on the contractor's policy.
  - (c) Automotive liability for all owned, hired & non-owned autos against bodily injury and property damage, in the amount not less than \$1,000,000.00 Combined Single Limit (each accident).
  - (d) Certificates evidencing that all of the above listed insurance(s) are in force and that The District Board of Trustees, Pensacola Junior College, Florida, is listed as an additional insured. All policies should have Best Rating of A X or better. Failure to maintain the required insurance may result in termination of the contract at the Certificate Holder's option.

We look forward to your participation in submitting a proposal for consideration. Any questions or concerns should be addressed to the Director, Purchasing and Auxiliary Services at (850) 484-1794.

Angie C. Jones  
Director of Purchasing  
and Auxiliary Services

This bid is for a multiple year agreement for garbage pickup and disposal services to Pensacola Junior College. The agreement will be renewable, upon mutual consent and approval by the Board of Trustees, on an annual basis, with the first term effective July 1, 2006 through June 30, 2007.

### **SPECIFICATIONS AND SPECIAL CONDITIONS**

1. Successful bidder to furnish all labor and equipment including dumpsters necessary to collect and properly dispose of all garbage and trash in compliance with all applicable laws, codes and regulations as per the Board of County Commissioners of Escambia County and Santa Rosa County, the City of Pensacola and the City of Milton.
2. Provide dumpster rental and services for the period July 1, 2006 through June 30, 2007. No service will be required for dumpster locations during the Christmas and New Year's Holiday Periods and Spring Break (which comprise a three-week period to be determined by Pensacola Junior College), except as noted. The quantity and size of dumpsters as listed within the specifications may vary due to the College's needs.
3. The successful bidder will place dumpsters (in new or like new condition) at all the facilities. All containers must be slant or box type containers, with light weight plastic lids, unless otherwise specified. The equipment must meet D.O.T., O.S.H.A., Federal, State, and local regulations and laws.
4. The successful bidder will replace any dumpster which develops, for any reason, holes causing garbage to be spilled onto the ground. It will be the successful bidder's responsibility to replace such dumpsters within a period of five (5) working days from the time it is brought to their attention by the College.
5. The successful bidder will clean and sanitize each dumpster once a week or in summer months as directed by the College in order to maintain sanitary condition. If an offensive odor cannot be removed from a dumpster, then the dumpster will be replaced.
6. The successful bidder will also give a cost of an additional pickup, which may arise under emergency conditions. This cost will be for the pickup of one 2, 4, and 8 cubic yard dumpster. Pickup to be made within 4 hours of notification.

## SPECIFICATIONS AND SPECIAL CONDITIONS - CONTINUED

7. Mr. Walt Winter, Director of Physical Plant, or Cathy Wassmer, Senior Administrative Secretary in the Physical Plant department, are to be the sole persons to call the successful bidder for additional dumpsters, reduction in dumpsters, and any additional or emergency pickups.
8. Successful bidder will submit on his invoice for payment, each dumpster size, location of dumpster, and number of pickups during the monthly billing cycle. Payments are to be made on a monthly basis, subject to a pro-rate basis for partial months.
9. Proof of permits must be furnished with bid. No bid will be considered unless a copy of the permits is included with bid response.
10. All prices bid will remain firm through June 30, 2007. The College reserves the right to terminate the agreement at the end of one (1) year period as per Florida State Statutes Section 237.161 or to renew the contract for successive one (1) year periods, for a total of four (4) additional years, at its option. Any price adjustment requests must be submitted in writing by April 1, of each school year, to the Director of Purchasing and Auxiliary Services, in order to be considered for the following fiscal year.
11. **All prices bid herein shall include all applicable franchise fees and landfill fees.**
12. All prices bid herein will remain firm through June 30, 2007, with the exception that adjustments may be approved by Pensacola Junior College. Documentation of unanticipated increase or decreases in city or county franchise fees and/or landfill rates, imposed on the successful bidder, by the city or county of jurisdiction, during the service period covered must be forwarded to the Director of Purchasing and Auxiliary Services at the time of increase request.
13. Any award, as a result of this bid, will be contingent upon approval by the District Board of Trustees, Pensacola Junior College. This document will be the binding agreement for the successful bidder.

**PRICING**

All prices bid herein will remain firm through June 30, 2007.

<b>ITEM</b>	<b>QTY./UNIT</b>	<b>DESCRIPTION</b>	<b>MONTHLY PRICE</b>	<b>TOTAL PRICE</b>
1	49 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced three times a week, Monday, Wednesday and Friday of each week.</b> Dumpster location: Building No. 3200, Warrington Campus	_____	_____
2	49 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced three times a week, Monday, Wednesday and Friday of each week.</b> Dumpster location: Building No. 4600, Milton Campus	_____	_____
3	49 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced three times a week, Monday, Wednesday and Friday of each week.</b> Dumpster location: Building No. 3600, Warrington Campus	_____	_____
4	49 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced five times a week, Monday through Friday of each week.</b> Dumpster Location: Building No. 18, Pensacola Campus	_____	_____

<b>ITEM</b>	<b>QTY./UNIT</b>	<b>DESCRIPTION</b>	<b>MONTHLY PRICE</b>	<b>TOTAL PRICE</b>
5	49 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced five times a week, Monday through Friday of each week.</b> Dumpster Location: Building No. 9, Dumpster #2, Pensacola Campus	_____	_____
6	49 Weeks	Rental and Service of One (1) two yard dumpster, to be set in place and <b>serviced six times a week, Monday through Saturday of each week.</b> Dumpster Location: Building No. 5, West Side, Pensacola Campus	_____	_____
7.	52 Weeks	Rental and Service of One (1) four yard dumpster, to be set in place and <b>serviced two times a week, Monday and Wednesday of each week.</b> Dumpster Location: Downtown Center 418 W. Garden Street <u>Service will be continued during Holiday periods for this unit. (Page 4, #2)</u>	_____	_____
8.	52 Weeks	Rental and Service of One (1) eight yard dumpster, to be set in place and <b>serviced three times a week, Monday, Wednesday and Friday of each week.</b> Dumpster Location: College Center, Complex D & E, Pensacola Campus <u>Service will be continued during Holiday periods for this unit. (Page 4, #2)</u>	_____	_____

<b>ITEM</b>	<b>QTY./UNIT</b>	<b>DESCRIPTION</b>	<b>MONTHLY PRICE</b>	<b>TOTAL PRICE</b>
9.	52 Weeks	Rental and Service of one (1) eight yard dumpster, to be set in place and <b>serviced five times a week, Monday through Friday of each week.</b> Dumpster Location: Building No. 9, Dumpster #1, Pensacola Campus <u>Service will be continued during Holiday periods for this unit. (Page 4, #2)</u>	_____	_____
<b>GRAND TOTAL (annual)</b>			_____	
10.	As Needed	Emergency Pickup: As per specifications and College request on an as needed basis.		<b>EACH COST</b>
		2 Yard Dumpster	_____	
		4 Yard Dumpster	_____	
		8 Yard Dumpster	_____	



**CERTIFICATION OF DRUG-FREE WORKPLACE PROGRAM**

**IDENTICAL TIE BIDS** – 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. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program, or if all of the tied vendors have drug-free workplace programs. In order to have a drug-free workplace program a business shall:

- (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- (2) Inform employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- (3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- (4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- (5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

**AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.**

SIGNATURE OF VENDOR  
REPRESENTATIVE: \_\_\_\_\_

TYPED OR PRINTED NAME  
VENDOR REPRESENTATIVE \_\_\_\_\_

BIDDING FIRM OR ENTITY NAME \_\_\_\_\_

**BID SUBMITTED BY:**

\_\_\_\_\_

FEDERAL TAX I.D. NUMBER

\_\_\_\_\_

FIRM OR ENTITY NAME

\_\_\_\_\_

ADDRESS

\_\_\_\_\_

CITY, STATE & ZIP CODE

\_\_\_\_\_

TELEPHONE NUMBER /FAX NUMBER

TYPED OR PRINTED NAME  
OF REPRESENTATIVE: \_\_\_\_\_

**SIGNATURE OF REPRESENTATIVE:** \_\_\_\_\_

DATE: \_\_\_\_\_