

**DEPARTMENTAL INPUT  
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

New   
  OTR   
  Sole Source   
  Bid Waiver   
  Emergency   
 Previous Contract/Project No. \_\_\_\_\_  
 Contract  
 Re-Bid   
  Other   
 LIVING WAGE APPLIES:  YES   
 NO  
 Requisition No./Project No.: RQPR1500006   
 TERM OF CONTRACT: 3 YEAR(S) WITH \_\_\_\_\_ YEAR(S) OTR

Requisition /Project Title: Recycling Services for Government Facilities and Parks

**Description:** Access Broward County Contract F1261301B1. Scope includes, but is not limited to, the furnishing of all labor, materials, equipment, services and incidentals needed to provide recycling services for the Department of Parks, Recreation and Open Spaces. Materials including mixed office paper, cardboard, aluminum, steel and glass food containers from the Department of Parks, Recreation and Open Spaces facilities and delivering such to a Recovered Materials Processing Facility for sorting, processing and resale.

Issuing Department: PROS   
 Contact Person: Lenny Sandoval   
 Phone: 305-375-3065  
 Estimate Cost: \$494,650   
 Funding Source: GENERAL   
FEDERAL   
OTHER  
General Fund

**ANALYSIS**

**Commodity Codes:** 962-70

Contract/Project History of previous purchases three (3) years  
 Check here  if this is a new contract/purchase with no previous history.

	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
<b>Contractor:</b>			
<b>Small Business Enterprise:</b>			
<b>Contract Value:</b>		\$	\$
<b>Comments:</b>			
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO			

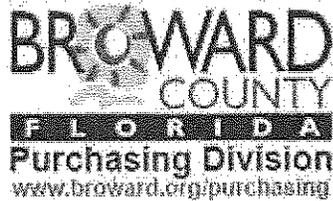
**RECOMMENDATIONS**

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				
<b>Basis of recommendation:</b>				
Signed: <u>Lenny Sandoval</u>		Date sent to SBD: <u>2/24/15</u>		
		Date returned to DPM: _____		

## **Solicitation F1261301B1**

### **Recycling Services for Government Facilities and Parks**

**Bid designation: Public**



**Broward County Board of County Commissioners**

## Bid F1261301B1 Recycling Services for Government Facilities and Parks

Bid Number **F1261301B1**  
Bid Title **Recycling Services for Government Facilities and Parks**

Bid Start Date **Sep 24, 2014 8:31:16 AM EDT**  
Bid End Date **Oct 8, 2014 2:00:00 PM EDT**  
Question & Answer  
End Date **Oct 6, 2014 12:00:00 PM EDT**

Bid Contact **Amy Almanzar**  
**Purchasing**  
**954-357-5943**  
**aalmanzar@broward.org**

Contract Duration **3 years**  
Contract Renewal **2 annual renewals**  
Prices Good for **120 days**  
Pre-Bid Conference **Sep 29, 2014 2:30:00 PM EDT**  
**Attendance is optional**  
**Location: Governmental Center West**  
**1 N. University Drive**  
**2nd Floor Hearing Room**  
**Plantation, FL 33324**

**Attendance at the site visit/pre-bid conference is optional. This information session presents an opportunity for bidders to clarify any concerns regarding the bid requirements. The bidder is cautioned that, although the site visit/pre-bid conference is optional, no modification or any changes will be allowed in the pricing because of the failure of the bidder(s) to have visited the site or to have attended the conference. If you require any auxiliary aids for communication, please call 954-357-6066 so that arrangements can be made in advance.**

Bid Comments **Scope of Work: Scope includes, but is not limited to, the furnishing of all labor, materials, equipment, services and incidentals needed to provide Recycling Services for Government Facilities and Parks. Goal Participation: This solicitation is open to the general marketplace. This is a Living Wage Service Contract; refer to Living Wage Ordinance Requirements section for additional information. Questions and Answers: The County is not obligated to respond to any questions received after the listed deadline. Vendors should submit questions through the Question and Answer Section (available in BidSync). Items 1 through 8 is a group, Bidder must bid on all items of the group.**

### Addendum # 1

Previous Q & A End Date	Sep 30, 2014 5:00:00 PM EDT	New Q & A End Date	Oct 1, 2014 10:30:00 AM EDT
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### Addendum # 2

Previous Q & A End Date	Oct 1, 2014 10:30:00 AM EDT	New Q & A End Date	Oct 6, 2014 12:00:00 PM EDT
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### Item Response Form

Item **F1261301B1--01-01 - Dumpster Collections**  
Quantity **45800 cubic yard**  
Unit Price

Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
N/A  
N/A FL 33301  
**Qty 45800**

**Description**  
Dumpster Collections (per cubic yard). Estimated quantity is per year.

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Item **F1261301B1--01-02 - Roll-out Cart Collections**  
Quantity **10000 each**  
Unit Price   
Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
N/A  
N/A FL 33301  
**Qty 10000**

**Description**  
Roll-out Cart Collections (each pickup). Estimated quantity is per year.

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Item **F1261301B1--01-03 - Roll-off Collection (20 CY)**  
Quantity **30 each**  
Unit Price   
Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
N/A  
N/A FL 33301  
**Qty 30**

**Description**  
Roll-off Collection (20 CY) (each pull). Estimated quantity is per year.

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Item **F1261301B1--01-04 - Roll-off Collection (40 CY)**  
Quantity **130 each**  
Unit Price   
Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
N/A  
N/A FL 33301  
**Qty 130**

**Description**  
Roll-off Collection (40 CY) (each pull). Estimated quantity is per year.

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Item **F1261301B1--01-05 - Stationary Compactor Cardboard (34 CY)**  
Quantity **60 each**  
Unit Price   
Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
N/A  
N/A FL 33301  
**Qty 60**

**Description**  
Stationary Compactor Cardboard (34 CY) (each pull). Compactor rate should include equipment rental charges and required compactor monitoring sensor device. Estimated quantity is per year.

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Item **F1261301B1--01-06 - Annual Credit to County: Single Stream Recyclables**

Quantity **1 year**  
 Unit Price   
 Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
 N/A  
 N/A FL 33301  
**Qty 1**

**Description**

Bidder shall guarantee an annual Dollar Value for single-stream RECYCLABLES. The minimum Dollar Value for the purposes of this bid shall not fall below \$24,750 each year of the contract. The selected Dollar Value for single stream RECYCLABLES shall be received annually to County as a form of credit deducted monthly from invoice in twelve (12) equal installments.  
 Bidder to enter at least \$24,750 in unit price field. This amount will be deducted from total bid amount.

Item **F1261301B1--01-07 - Revenue to County: Sale and Recycling of Surplus Scrap Metal and White Goods**  
 Quantity **225 ton**  
 Unit Price   
 Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
 N/A  
 N/A FL 33301  
**Qty 225**

**Description**

Sale and Recycling of Surplus Scrap Metal and White Goods collected in roll-off type refuse containers. CONTRACTOR shall provide for pickup, transportation and return of container(s) with their own equipment. Unit price is amount paid to the County per ton. Estimated quantity is per year.

Item **F1261301B1--01-08 - Revenue to County: Sale and Recycling of Source Separated Corrugated Cardboard**  
 Quantity **130 ton**  
 Unit Price   
 Delivery Location **Broward County Board of County Commissioners**  
Refer to Specifications and Requirements  
 N/A  
 N/A FL 33301  
**Qty 130**

**Description**

Sale and Recycling of Source Separated Corrugated Cardboard. Unit price is amount paid to the County per ton. Estimated quantity is per year.

**SPECIFICATIONS AND REQUIREMENTS**

**1. PROJECT BACKGROUND:**

- 1.1 CONTRACTOR shall be responsible for collecting recyclable materials including mixed office paper, cardboard, aluminum, steel and glass food containers from BROWARD COUNTY (COUNTY offices, facilities, and parks), and delivering such to a Recovered Materials Processing Facility for sorting, processing and resale. The materials recovery facility may be owned/operated by the CONTRACTOR, or may be owned/operated by another firm. The collection includes sites with recurring disposal needs (permanent collections), and also sites with scheduled special events which need recycling service (on-call collection). Collections are currently being performed from a combination of 1, 2, 3, 4, 6 & 8 cubic yard front loading dumpsters and 96-gallon roll-out carts. There are approximately 91 facilities including 21 parks. Some collection sites have several containers including dumpsters and roll-out carts at multiple collection points. During the most recently completed fiscal year (FY 2013) there were an estimated 600 tons of single-stream RECYCLABLES collected from these facilities and an additional 500 tons of RECYCLABLES are generated at the Fort Lauderdale-Hollywood International Airport. The COUNTY retains the right to add and delete collection sites. The County retains the right to increase or decrease collection containers and/or adjust service level frequency. The COUNTY retains the right to enter into an interlocal agreement with any other local, state or federal government entities that wish to receive the same program services described herein for facilities within Broward County. The CONTRACTOR shall provide services to such entities at the same unit prices as detailed on their bid sheet submittal.
- 1.2 This program also targets source separated CORRUGATED CARDBOARD at larger facilities such as Fort Lauderdale-Hollywood International Airport through the use of a stationary compactor. During the most recently completed fiscal year (FY 2013) there were an estimated 133 tons of CORRUGATED CARDBOARD collected from Fort Lauderdale-Hollywood International Airport.
- 1.3 The RECYCLABLES collected through this program will be collected and processed single-stream, which for the purpose of this agreement means a recycling process in which all program recyclables are collected mixed together with no sorting required by participants. However, some individual sites may still elect to segregate CORRUGATED CARDBOARD from other RECYCLABLES.
- 1.4 CONTRACTOR shall provide stationary compactor with monitoring device for the sale, collection and recycling of CORRUGATED CARDBOARD. Collection sites shall include Fort Lauderdale-Hollywood International Airport.
- 1.5 CONTRACTOR shall provide for the REMOVAL, SALE AND RECYCLING OF SCRAP METAL AND WHITE GOODS, on an on-call basis, including necessary equipment, roll-off container(s), labor and supplies. Collection sites include Broward County North, Central, and South Residential Drop-off Centers, Fort Lauderdale-Hollywood International Airport, and other County facilities. The collection of scrap metals includes sites with recurring disposal needs (permanent collection), and also sites with temporary collection needs (on-call collection). Scrap Metals and White Goods consist of approximately 80% ferrous and non-ferrous scrap metal and 20% white goods. Non-metal contamination (up to 10%) such as paper, cement, plastic, glass, tires, etc. may be present. The CONTRACTOR is responsible for removing all contaminants and disposing of them with their own equipment without tasking COUNTY resources and/or personnel.
- 1.6 CONTRACTOR shall donate a minimum of twenty (20) 23-gal capacity event recycling containers at two (2) Broward County events per year held at County Parks, at the discretion of the COUNTY.

**SPECIFICATIONS AND REQUIREMENTS**

**2. PROJECT SCOPE OF WORK AND CONTRACTOR'S RESPONSIBILITIES:**

**2.1 This INVITATION FOR BID (IFB) includes:**

- 2.1.1 BID prices for payment by COUNTY to CONTRACTOR for RECYCLABLES collections from Government Facilities.
- 2.1.2 BID prices for payment by CONTRACTOR to COUNTY for Dollar Value of single-stream RECYCLABLES.
- 2.1.3 BID prices for payment by CONTRACTOR to COUNTY for source-separated CORRUGATED CARDBOARD from Government Facilities.
- 2.1.4 BID prices for payment by CONTRACTOR to COUNTY for source-separated SCRAP METAL AND WHITE GOODS from Governmental Facilities.

2.2 The services to be performed under this AGREEMENT will consist of the recycling services contained in this BID to include all labor, truck, equipment, facilities, fuel and environmental related operational expenses, outdoor collection containers, insurance and other items necessary to provide the services as set forth in this document.

2.3 Awarded CONTRACTOR(S) or designated representative(s) shall comply with all federal, state and local regulations associated with the handling, transport, recycling and sale of scrap metal and white goods, not limited to section 608 of the Clean Air Act regarding chlorofluorocarbon (CFC) recovery, Florida Statutes 538 regarding secondhand dealers and secondary metal recyclers and/or any regulations, permits, fees, and other related requirements necessary to satisfy the terms and conditions stated within this contract.

2.4 Revenue payments for SCRAP METALS and for CORRUGATED CARDBOARD shall be issued by check from vendor to COUNTY no later than the 15th of the following month.

**3. SERVICE LOCATIONS:**

3.1 The list of locations which currently require service are included as ATTACHMENT D. The time frame for transition of service, as described in Section 5.4, shall begin October 1, 2014, or upon execution of award, whichever is later. The COUNTY, through the CONTRACT ADMINISTRATOR, reserves the right to add and delete locations subject to notice as provided herein.

3.2 Additional COUNTY government facilities may be placed into the recycling program and CONTRACTOR shall provide collection services for same within 10 business days of notification by the COUNTY. CONTRACTOR shall prorate charges for facilities that begin service at any point past the first regular collection day of the month. Facilities that desire to discontinue service will have the container removed by CONTRACTOR and charges stopped at the end of the month requested, with pro-rated charges applied.

**4. COLLECTION SCHEDULE:**

4.1 CONTRACTOR may collect RECYCLABLES generated from this program with other non-program recyclable materials.

**SPECIFICATIONS AND REQUIREMENTS**

- 4.2 The CONTRACTOR shall collect the contents of recycling containers as directed and in accordance with the locations and frequency requested. RECYCLABLES containers shall be collected a minimum of one (1) time per week. Collections shall be scheduled so as to accommodate both the CONTRACTOR and the COUNTY, within reason. Collection of RECYCLABLES shall be based on a schedule to be agreed upon in writing between the CONTRACTOR and the CONTRACT ADMINISTRATOR or designee. Collections should be avoided during heavy traffic periods and shall not interfere with public safety. COUNTY and CONTRACTOR will establish arrangements for collection of sites not serviceable on holidays.
- 4.3 Any additional collections may be arranged on an as-needed basis. If a need arises for an unscheduled collection, CONTRACTOR must respond within two (2) business days of notification and normal contract collection rates will apply. CONTRACTOR shall not increase or decrease collection service levels without prior consent of CONTRACT ADMINISTRATOR or designee.
- 4.4 The CONTRACTOR will not be required to service containers such as roll-out carts that are located within internal locations. COUNTY will ensure that RECYCLABLES are placed outside for collection in the appropriate collection containers.
- 4.5 Spillage of any material at the collection sites shall be immediately cleaned up by the CONTRACTOR. Containers shall be returned to the locations from which they are removed.
- 4.6 The current collection schedule, including collection frequency, is shown as part of ATTACHMENT D.
- 4.7 On Subcontractors/Subconsultants/Suppliers Requirement Form, BIDDER shall provide a listing of any and all subcontracted collection firms to be utilized for the services to be performed in the Contract.
- 4.8 The COUNTY makes no guarantee as to the weight, volume or relative composition of the RECYCLABLES collected through this program. BIDDERS should utilize their knowledge of institutional recycling programs to prepare their BID submittals.
- 4.9 CONTRACTOR may provide weight receipts/tickets for each load of single-stream recyclable material delivered to a Recovered Materials Processing Facility.
- 4.10 CONTRACTOR must provide weight receipts/tickets for each load of scrap metals and source separated corrugated cardboard delivered to a recycling Facility.
- 4.11 The CONTRACTOR shall notify CONTRACT ADMINISTRATOR in advance of collection route changes and furnish CONTRACT ADMINISTRATOR with a list of affected collection sites.
- 4.12 CONTRACTOR shall provide service to the Broward County Residential Drop-Off Centers during the following hours: North Residential Drop-Off Center, 2780 North Powerline Road, Pompano Beach, FL (Wednesday through Saturday, 8:00 a.m.-4:00 p.m.); Central Residential Drop-Off Center, 5490 Reese Road, Davie, FL 33314 (Saturday, 8:00 a.m.- 4:00 p.m.\*); South Residential Drop-Off Center,

**SPECIFICATIONS AND REQUIREMENTS**

5601 West Hallandale Beach Boulevard, West Park, FL 33023 (Saturday, 8:00 a.m.-4:00 p.m.\*)

\*Alternate days and times may be permitted upon mutual agreement of CONTRACT ADMINISTRATOR and CONTRACTOR.

5. **COLLECTION CONTAINERS:**

- 5.1 CONTRACTOR shall be solely responsible to provide and deliver containers and any additional collection equipment needed during the term of this AGREEMENT. The CONTRACTOR shall be responsible for the removal of same at the termination of the AGREEMENT. All containers and other necessary equipment shall remain the property of the CONTRACTOR.
- 5.2 Containers shall be those commonly used in the industry including, 96- gallon carts, front-end and/or rear-loading dumpsters, roll-off containers, and compactors. Containers shall be uniform, aesthetically pleasing, and of a design and constructed of material (containing recycled content whenever available) that meets the CONTRACT ADMINISTRATOR'S approval. All containers shall be weather and rodent proof, outfitted with plugs if necessary, and maintained clean and in good repair so as not to become a public health hazard or nuisance. All containers shall bear clear markings or COUNTY-provided signage or decals designating their use and materials accepted. Locks and/or containers with lock bars shall be provided at no charge upon the COUNTY's request. Tarps/covers for roll-off containers shall be provided at no charge upon the COUNTY's request.
- 5.3 The size of containers, frequency of scheduled collection service, the addition of more facilities, and fluctuation of RECYCLABLES generated will dictate the number and type of containers required overall and at each site.
- 5.4 Delivery Time is of the essence in the award of this bid. Vendors must take inventory into consideration when preparing bids. All recycling containers must be in place and ready for use, thirty (30) calendar days after award of bid.
- 5.5 CONTRACTOR will coordinate with the CONTRACT ADMINISTRATOR or designee concerning the exact number of containers, container capacity required, and the placement of containers. The current types and sizes of the collection containers for RECYCLABLES are shown as part of ATTACHMENT D. Scrap metal and cardboard collections are new services to this particular agreement; therefore, no current schedule exists. The CONTRACTOR shall be required to increase or decrease the size or number of containers upon request at sites, as designated by the CONTRACT ADMINISTRATOR.
- 5.6 CONTRACTOR shall repair and/or replace containers in their possession owned by COUNTY that may become damaged or missing as a result of CONTRACTOR's or representative's accident, negligence, misuse, or theft.
- 5.7 CONTRACTOR shall provide for pickup, transportation and return of COUNTY's container(s) to the North, Central and South Residential Drop-Off Centers with their own equipment. CONTRACTOR shall return container(s) within three (3) hours of pickup or as mutually agreed. CONTRACTOR shall repair and/or replace containers in their possession owned by COUNTY that may become damaged or missing as a result of CONTRACTOR's or representative's accident, negligence, misuse or theft.

**SPECIFICATIONS AND REQUIREMENTS**

6. **CONTAMINATION:**

- 6.1 The COUNTY will make all reasonable efforts to ensure that only RECYCLABLES as listed in EXHIBIT B are placed in the CONTRACTOR'S recycling containers. CONTRACTOR will not be required to collect recycling containers that contain in excess of 10% contamination. COUNTY shall have final decision on what is deemed excessive contamination.
- 6.2 CONTRACTOR will be required to leave written notice on the container and immediately notify CONTRACT ADMINISTRATOR of any container not serviced due to contamination. It shall be the responsibility of the program site staff to remove contaminants from recycling containers judged to contain excessive contamination in advance of the next regularly scheduled collection.
- 6.3 In instances of reported contamination of single-stream RECYCLABLES collected and delivered to a RMPF or transfer station, and assessed additional processing fees for excessive contamination, the COUNTY will pay its proportionate share of additional fees. CONTRACTOR shall be required to provide associated truck number, weight ticket and applicable support documentation.

7. **RECYCLABLES PROCESSING AND PAYMENT:**

- 7.1 The CONTRACTOR will be responsible for delivering the RECYCLABLES collected from this program to a RECOVERED MATERIALS PROCESSING FACILITY (or "RMPF") operated by a State of Florida Certified Recovered Materials Dealer or to designated RECYCLABLES TRANSFER FACILITIES.
- 7.2 The COUNTY shall receive a fixed DOLLAR VALUE FOR SINGLE-STREAM RECYCLABLE MATERIALS on an annual basis as selected in Bid Sheet, Item 6. This dollar value shall be divided by 12 months, and revenue shall be paid to COUNTY in equal amounts as a credit on each month's invoice.
- 7.3 The COUNTY shall receive revenue payments for the sale of SCRAP METALS and separated CORRUGATED CARDBOARD on a monthly basis.
- 7.4 ATTACHMENT B shows a detailed description of RECYCLABLES to be collected by the CONTRACTOR.
- 7.5 Estimated historic tonnages of the RECYCLABLES collected from this program are shown as ATTACHMENT C.

8. **COMPLAINT RESOLUTION:**

- 8.1 CONTRACTOR shall maintain an office in Broward COUNTY with adequate staff and telephone service to handle and resolve all incoming calls and complaints between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday of each week, excluding holidays. Between the hours of 5:00 p.m. and 8:00 a.m., Monday through Friday, including holidays, and all day Saturday and Sunday and holidays, CONTRACTOR shall maintain an answering service or answering machine to receive incoming calls and complaints. CONTRACTOR must have available a Broward County Line or toll-free number.
- 8.2 MISSED COLLECTION complaints received by CONTRACTOR before 12:00 noon shall be resolved before 7:00 p.m. within the same business day. Complaints received after 12:00 noon but before 5:00 p.m. shall be resolved by 12:00 noon of the next business day. If MISSED COLLECTION complaints are

### **SPECIFICATIONS AND REQUIREMENTS**

not resolved within the specified timeframes, the COUNTY reserves the right to assess fees in accordance with section 8.4 of this Agreement. If MISSED COLLECTION complaints are not resolved within the aforementioned timeframe, the status of the complaint will be elevated to Critical Status Complaint. An emergency telephone number(s) where CONTRACTOR may be reached shall be given to CONTRACT ADMINISTRATOR upon execution of this AGREEMENT.

- 8.3 CONTRACTOR shall designate a representative to address service complaints. At the CONTRACT ADMINISTRATOR's request, the CONTRACTOR representative will join COUNTY'S representative in meeting with the affected party within two (2) business days of notification to resolve the Critical Status Complaint.
- 8.4 Failure to resolve MISSED COLLECTIONS on a timely basis will result in the assessment of a fee of \$25.00 per calendar day initiating from Critical Status Complaint designation. Assessment(s) will be deducted from payment to the CONTRACTOR.
- 8.5 CONTRACTOR shall keep records of all complaints and indicate the disposition of each on a monthly basis. Complaints that cannot be resolved by CONTRACTOR shall be submitted to the CONTRACT ADMINISTRATOR for a review and determination of action to be taken.
- 8.6 At no time may the CONTRACTOR suspend or cancel services at any site without prior notification from the CONTRACT ADMINISTRATOR.

#### **9. EXCEPTION REPORTS:**

- 9.1 CONTRACTOR shall provide a weekly report, which will show what locations were not serviced as per schedule, reason for no or partial service, and resolution to the issue(s). This report must also show if any container(s) contain contamination or any other reason for non-collection. This report will be provided on a form approved and/or provided by CONTRACT ADMINISTRATOR or designee.
- 9.2 CONTRACTOR shall designate a representative to address billing and invoice issues. By the fifteenth (15<sup>th</sup>) of the month, following the end of the month that service is provided, the CONTRACTOR shall submit to the CONTRACT ADMINISTRATOR or designee an invoice that will provide the following information at a minimum:
  - 9.2.1 Listing of all collection sites including name and service location address.
  - 9.2.2 Listing of individual account numbers for each site, total number of containers (by size) collected from each location, including quantity of containers and price per container and/or cart per month.
  - 9.2.3 Date(s) of any extra collections, which shall be billed at price per cubic yard.
  - 9.2.4 Date(s) of any missed collections, which shall be deducted from invoice at price per cubic yard.
  - 9.2.5 Pro-ration, which for billing purposes shall be calculated based

**SPECIFICATIONS AND REQUIREMENTS**

on a 30-day month.

10. **MONTHLY PRODUCTIVITY REPORT:**

- 10.1 By the fifteenth (15th) of the month, following the end of the month that service is provided, the CONTRACTOR shall submit to the CONTRACT ADMINISTRATOR or designee a report providing the following information at a minimum:
  - 10.1.1 Listing of all collection sites on each route, and the total number of containers (by size) collected from each location.
  - 10.1.2 Listing of locations added or removed from the program during the preceding month, and the number of containers replaced, added or removed during the month, by location.
  - 10.1.3 Description of any reason for nonperformance of contractual obligations, e.g., equipment breakdown, missed stop, etc.
  - 10.1.4 Tonnage collected for the month, including scale tickets from acceptance facility(ies) for SCRAP METALS and separated CORRUGATED CARDBOARD.
- 10.2 Failure to submit required reports on a timely basis will result in the assessment of a fee of \$50.00 per calendar day past the due date, which will be withheld from payment to the CONTRACTOR.

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**SPECIFICATIONS AND REQUIREMENTS**

**ATTACHMENT "B"**

**SINGLE STREAM PRODUCTS:**

Consists of paper material and various cans, bottles and containers, which may be placed together into the same container at the COUNTY'S discretion. At the minimum the following types of RECYCLABLES must be accepted:

- Corrugated Cardboard
- Mixed Paper (including office paper, copier paper, computer paper, shredded paper, magazines, catalogs, envelopes, junk mail, file folders, books, phonebooks, chipboard, tissue boxes, dry food boxes, and Kraft bags)
- Old Newspapers and Inserts
- Aseptic and Polycoated containers
- Plastic bottles (#1 – 7)
- Aluminum containers
- Steel and Bi-metal containers
- Glass containers

Commingled RECYCLABLES may be placed into the collection containers packaged in clear plastic bags.

2. **SCRAP METALS**

Consists of ferrous or non-ferrous metal and white goods, which may be placed together into the same container at the COUNTY'S discretion. At minimum the following types of SCRAP METAL must be accepted:

- Ferrous
- Non-ferrous metals
- White Goods

3. **SEPARATED CORRUGATED CARDBOARD**

Consists of corrugated cardboard placed in a designated container for the purposes of recycling.

4. **ADDITIONAL RECYCLABLES:**

Other RECYCLABLES may be added to the contract and shall be affected by negotiated Amendment to the AGREEMENT.

**SPECIFICATIONS AND REQUIREMENTS**

**ATTACHMENT "C"**

<u>Program</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
Government Offices and Parks (1)(2)	603.1	586.2	531.7	625.3	508.0
Aviation					
Recovered Materials(3)(*)	660.1	600.1	669.5	629.0	
Cardboard (3)	136.8	130.0	152.2	132.7	
Scrap Metal (3)	35.7	39.3	29.7	45.7	
S.W. Regional Landfill					
Scrap Metal (1)	248.66	246.85	169.46	160.73	70.02
Residential Drop-Off Centers					
Scrap Metal (4)					25

**Notes:**

(\*) Based on outbound reports of recovered materials including paper, aluminum and plastic

(1) FY 2014 totals are through May 2014.

(2) Typical office recyclables composition should apply.

(3) FY 2014 figures not available.

(4) Historical data not relevant, as regional service ended in July, 2013; program is now by Interlocal Agreement with specific cities.

ATTACHMENT "D"

Facility Name	Address	City	Zip Code	Total No. of Dumpsters	Dumpster Size						Total Dumpster Yd.	Pickups Per Week	Total Cubic Yards Per Week	No. of Carts	Pickups Per Week for Carts	Total Carts Cubic Yd.	Roll-off
					2YD	3YD	4YD	6YD	8YD								
Animal Care Division	1870 SW 39th Street	Fort Lauderdale	33315	1	1						2	2	0	0	0		
Auto Tag Information Center	1800 NW 66th Ave.	Plantation	33313	1							4	4	4	1	2		
Broward Addiction Recovery Center (BARC) - Central	1000 SW 2nd Street	Fort Lauderdale	33312	1	1						4	4	0	0	0		
Broward Addiction Recovery Center (BARC) - Stephen R.																	
Booher Building																	
Broward County Judicial (BJCJ) Parking Garage	3275 NW 99th Way	Coral Springs	33064	1							6	12	0	0	0		
Broward County Storage Annex	612 S. Andrews Avenue	Fort Lauderdale	33301	1	1						6	6	0	0	0		
Central Print Shop	1280 NW 44 Terrace	Fort Lauderdale	33317	1							2	2	0	0	0		
Courthouse - Downtown	151 South West 2 Street	Fort Lauderdale	33301	1	1						4	4	0	0	0		
Courthouse - West Regional	201 South East 5 Street	Fort Lauderdale	33301	2	2						6	30	43	2	43		
Edgar P. Mills Multipurpose Center	3550 Hollywood Blvd	Hollywood	33021	0							0	0	8	1	4		
Elderly and Veterans Services	900 N.W. 31st Ave	Fort Lauderdale	33301	0							0	0	10	2	10		
Emergency Operations Center	2995 N. Dixie Highway	Fort Lauderdale	33334	1							6	6	0	0	0		
Environmental Monitoring Division	201 NW 84th Ave.	Plantation	33324	0							0	0	0	0	0		
Family Success Center	3211 College Ave	Davie	33314	1	1						2	2	0	0	0		
Fire Station 14	10077 NW 28th St.	Coral Springs	33068	0							0	0	1	1	0.5		
Fleet Service Center #2	791 NW 31 Avenue	Fort Lauderdale	33311	0							0	0	2	1	1		
Fleet Service Center #3	2515 South West 4 Avenue	Fort Lauderdale	33315	1							6	6	0	0	0		
Fort Lauderdale-Hollywood Int'l Airport	1600 Biscuit Road	Pompano Beach	33069	1	1						2	2	1	1	0.5		
Governmental Center	3551 SW 2nd Ave	Fort Lauderdale	33315	3							24	48	0	0	0		
Housing and Finance Division	115 South Andrews Avenue	Fort Lauderdale	33301	1							4	12	22	3	33		
Library - African American	1 North University Drive	Plantation	33324	1							8	24	1	1	0.5		
Library - Caribbean	1600 NW 30th Ave	Pompano Beach	33069	1	1						2	2	0	0	0		
Library - Collier City	110 NE 3rd Street	Fort Lauderdale	33301	1							2	2	0	0	0		
Library - Deerfield Beach Percy White Branch	2660 NW 6th Street	Fort Lauderdale	33311	1	1						2	2	0	0	0		
Library - Deerfield Beach	4735 South West 18 Street	Pompano Beach	33062	1	1						2	2	0	0	0		
Library - Deerfield Beach	1856 A W. Hillsboro Blvd.	Hollywood	33023	1	1						2	0	0	0	0		
Library - Deerfield Beach	2800 North West 9 Court	Pompano Beach	33042	0							0	0	2	1	1		
Library - Deerfield Beach	1 Park Avenue East	Dania Beach	33069	1	1						2	2	0	0	0		
Library - Deerfield Beach	4600 South West 82 Avenue	Dania Beach	33028	1	1						2	2	0	0	0		
Library - Deerfield Beach	837 E Hillsboro Blvd.	Deerfield Beach	33441	1	1						2	2	0	0	0		
Library - Deerfield Beach	1300 East Sunrise Blvd	Deerfield Beach	33004	0							0	0	0	0	0		
Library - Deerfield Beach	3403 Galt Ocean Drive	Fort Lauderdale	33028	0							0	0	1	1	0.5		
Library - Deerfield Beach	300 South Federal Highway	Hallandale	33009	1	1						2	2	0	0	0		
Library - Deerfield Beach	2600 Hollywood Blvd	Hollywood	33020	1	1						2	2	0	0	0		
Library - Deerfield Beach	5985 North Federal Highway	Fort Lauderdale	33008	1	1						2	2	0	0	0		
Library - Deerfield Beach	3580 W Oakland Park Blvd	Lauderdale Lakes	33311	1	1						2	2	0	0	0		
Library - Deerfield Beach	4257 North West 12 Street	Lauderhill	33319	0							0	0	2	1	1		
Library - Deerfield Beach	6999 W Oakland Park Blvd	Lauderhill	33319	0							0	0	2	1	1		
Library - Deerfield Beach	100 South Andrews Avenue	Fort Lauderdale	33301	0							0	0	2	1	1		
Library - Deerfield Beach	5810 Park Drive	Margate	33063	1	1						4	8	0	0	0		
Library - Deerfield Beach	2050 Civic Center Place	Miramar	33025	1	1						2	2	0	0	0		
Library - Deerfield Beach	6901 Kimberly Blvd	North Lauderdale	33068	1	1						2	2	0	0	0		
Library - Deerfield Beach	1580 North West 3 Avenue	Pompano Beach	33060	1	1						2	2	0	0	0		
Library - Deerfield Beach	3151 North University Drive	Coral Springs	33071	1	1						4	4	0	0	0		
Library - Deerfield Beach	955 North West 129 Avenue	Pembroke Pines	33028	1	1						2	2	0	0	0		
Library - Deerfield Beach	1213 East Atlantic Blvd	Pompano Beach	33060	1	1						4	4	0	0	0		
Library - Deerfield Beach	7710 West Davie Blvd	Fort Lauderdale	33308	1	1						4	4	0	0	0		
Library - Deerfield Beach	16835 Sheridan Street	Pembroke Pines	33331	1							6	6	0	0	0		
Library - Deerfield Beach	3151 Springle Road	Hollywood	33021	1	1						2	2	0	0	0		
Library - Deerfield Beach	10500 West Oakland Park Blvd	Sunrise	33351	1	1						2	2	0	0	0		
Library - Deerfield Beach	3701 West Commercial Blvd	Tamarac	33321	1	1						4	4	0	0	0		
Library - Deerfield Beach	2230 North 21 Avenue	Fort Lauderdale	33311	1	1						2	2	0	0	0		
Library - Deerfield Beach	8601 West Broward Blvd	Plantation	33324	1	1						4	4	0	0	0		
Library - Deerfield Beach	4205 Bonaventure Blvd.	Weston	33332	1	1						4	4	0	0	0		
Library - Deerfield Beach	751 SW 121 Ave.	Davie	33325	1							8	16	2	2	2		
Library - Deerfield Beach	2600 SW 4th Avenue	Fort Lauderdale	33304	1	1						2	2	1	1	0.5		
Library - Deerfield Beach	5440 Ravenswood Road	Hollywood	33312	1	1						2	2	0	0	0		
Library - Deerfield Beach	3201 Copans Road	Pompano Beach	33069	4	4						8	8	0	0	0		
Library - Deerfield Beach	15201 South West 31 Avenue	Fort Lauderdale	33312	1	1						4	4	0	0	0		

ATTACHMENT "D"

Facility Name	Address	City	Zip Code	Total No. of Dumpsters	Dumpster Size					Total Dumpster Yd.	Pickups Per Week	Total Cubic Yards Per Week	No. of Carts	Pickups Per Week for Carts	Total Carts Cubic Yd.	Roll-off
					2YD	3YD	4YD	6YD	8YD							
Mosquito Control Center	1201 W. Airport Road	Pembroke Pines	33023	1	1					2	1	2	0	0	0	
North County Multipurpose Center	2011 NW 3rd Ave	Pompano Beach	33060	1		1				4	1	4	0	0	0	
Parks - Administrative Office	950 North West 38 Street	Oakland Park	33009	1		1				4	1	4	0	0	0	
Parks - Anne Kolb Nature Center	751 Sheridan Street	Hollywood	33019	0						0	0	0	3	1	15	Yes
Parks - Brian Piccolo	9501 Sheridan St.	Cooper City	33024	0						0	0	0	0	0	0	Yes
Parks - C.B. Smith	900 N. Flamingo Road,	Pembroke Pines	33026	2				2		16	1	16	0	0	0	Yes
Parks - Central Broward Regional	3700 NW 11th Pl	Lauderhill	33311	1		1				4	1	4	0	0	0	
Parks - Eastfern	1000 NW 38th Street	Oakland Park	33009	1	1					2	1	2	1	1	0.5	
Parks - Everglades Holiday	21940 Griffin Road	Fort Lauderdale	33332	1			1			8	1	8	0	0	0	
Parks - Fern Forest	201 S. Lyons Rd.	Pompano Beach	33063	1	1					2	1	2	0	0	0	
Parks - Franklin	3501 Franklin Drive	Fort Lauderdale	33311	0						0	0	0	2	1	1	
Parks - Long Key Nature Center	3501 SW 110th Ave.	Fort Lauderdale	33330	1		1				4	1	4	0	0	0	Yes
Parks - Markham	16001 West Santa Road 84	Sunrise	33326	1			1			6	2	12	0	0	0	Yes
Parks - Plantation Heritage	1100 S. Fig Tree Lane	Plantation	33317	2			1			8	1	8	0	0	0	Yes
Parks - Quiet Waters	401 S. Powerline Road	Deerfield Beach	33442	2			2			12	1	12	0	0	0	Yes
Parks - Miramar Pineland	3600 S. University Drive	Miramar	33025	0						0	0	0	2	1	1	
Parks - Secret Woods Nature Center	2701 West State Road 84	Dania Beach	33312	0						0	0	0	1	1	0.5	
Parks - Sunview	1500 SW 42nd Ave	Fort Lauderdale	33317	0						0	0	0	1	1	0.5	
Parks - Toppekegee (TY Park)	3300 North Park Road	Hollywood	33021	1	1					4	1	4	0	0	0	Yes
Parks - Tradewinds (North and South)	3600 West Sample Road	Hollywood	33073	3		3				12	1	12	0	0	0	Yes
Parks - Tree Tops	3900 South West 103 Avenue	Coconut Creek	33328	0						0	0	0	0	0	0	Yes
Parks - Vista View	4001 SW 142nd Ave	Davis	33328	1						4	1	4	0	0	0	Yes
Parks - West Lake	1700 E. Sheridan Street	Davis	33330	1		1				4	1	4	0	0	0	Yes
Port Everglades Administration	1850 Eller Drive	Hollywood	33019	1		1				2	1	2	0	0	0	Yes
Port Everglades - Eisenhower Blvd (Public Works)	2101 Eisenhower Blvd	Fort Lauderdale	33316	1		1				4	2	8	0	0	0	Yes
Port Everglades - BSOS (Station)	1901 Eller Drive	Fort Lauderdale	33316	1		1				4	1	4	0	0	0	Yes
Port Everglades - Bldg Safety Complex	2501 West Broward Blvd	Fort Lauderdale	33312	1		1				8	3	24	0	0	0	Yes
Port Everglades - Center (Public Works Treatment Center)	400 NE 4th Street	Fort Lauderdale	33301	1		1				2	2	4	0	0	0	Yes
Southwest Regional Landfill (SWRL)	7101 SW 205th Avenue	Fort Lauderdale	33332	1	1					2	1	2	0	0	0	Yes
Traffic Engineering Division	4900 West Prospect Road	Fort Lauderdale	33309	1			1			8	1	8	4	1	2	
Trash Transfer Station - Central	5490 Reese Road	Davis	33314	1		1				2	1	2	0	0	0	
Trash Transfer Station - North	2780 N. Powerline Rd.	Pompano Beach	33064	1			1			6	1	6	0	0	0	
Trash Transfer Station - South	5901 W. Hallandale Beach Blvd.	Pembroke Park	33023	1		1				4	1	4	0	0	0	
Water and Wastewater Services	2555 Copans Road	Pompano Beach	33069	3		3				12	1	12	0	0	0	
Water and Wastewater Services - District 2A	1390 NE 50th Street	Pompano Beach	33064	0						0	0	0	2	1	1	

## SPECIAL INSTRUCTIONS TO VENDORS (IN ADDITION TO GENERAL CONDITIONS)

### Recycling Services for Government Facilities and Parks

A. Scope:

Vendors are invited to respond for an open-end contract to provide Recycling Services for Government Facilities and Parks for Solid Waste and Recycling Services and various other Broward County agencies that may have need of these services and products.

The initial contract period shall start on date of award, or upon expiration of the current contract, whichever is later and shall terminate three years from that date. The Director of Purchasing may renew this contract for two, one-year periods subject to vendor acceptance, satisfactory performance and determination that renewal will be in the best interest of the County. Notification of Intent to Renew will be sent in advance of expiration date of this contract. The Vendor will complete delivery and the County will receive delivery on any orders mailed to the Vendor prior to the date of expiration.

All prices, terms and conditions shall remain fixed for the initial one year period of the contract. Following the initial period, price increases may be accepted by the Director of Purchasing in accordance with the procedure described in section titled, Price Adjustment Clauses, of this document.

No guarantee is expressed or implied as to the total quantity of commodities/services to be purchased under any open end contract. Estimated quantities will be used for bid comparison purposes only. The Board of County Commissioners reserves the right to: issue purchase orders as and when required, or, issue a blanket purchase order for individual agencies and release partial quantities or, issue instructions for use of direct purchase orders by various County agencies, make random, open market purchases for any or all of the item(s) on any open end contract or, any combination of the preceding. No delivery shall become due or be acceptable without a written order by the County, unless otherwise provided for in the contract. Such order will contain the quantity, time of delivery and other pertinent data. However, on items urgently required, the seller may be given telephone notice, to be confirmed by an order in writing.

B. Specifications and Requirements:

**Specifications and Requirements**, are included hereto and made a part hereof. Whenever the Technical Specifications address a third party (i.e. manufacturer, applicator, subcontractor, etc.) it is to be construed as the Vendor through the third party. Item description and specifications vendors should show what is offered including any deviations from the description and specifications.

C. Office of Economic and Small Business Requirements:

Not applicable to this solicitation.

D. Federal Transit Administration Requirements:

Not applicable to this solicitation.

E. Vendor Responsibilities:

The Vendor will be responsible for the provision, installation (if applicable, per Specifications and Requirements) and performance of all equipment, materials, services, etc. offered in his or her submittal. The Vendor is in no way relieved of the responsibility for the performance of all equipment furnished, or of assuring the timely delivery of materials, equipment, etc. even though it is not of his or her own manufacture.

Vendor shall perform the Work with its own organization, amounting to not less than 90% (percent) of the Contract Price.

F. Price Adjustment Clauses:

All prices, terms and conditions shall remain fixed for the initial year of the contract. Following the initial anniversary period, the rates set forth in the contract may be adjusted annually on the anniversary of the effective date of the contract, based on eighty percent (80%) of the Consumer Price Index (Miami-Fort Lauderdale, FL PMSA Consumer Price Index for all Urban Consumers), using June 2014 as the base year. However, there shall be no increase or decreases in excess of three percent (3%) in any one (1) year period. A written request must be submitted to the Director of Purchasing for approval of any increase 60 days prior to the annual anniversary or renewal date, accompanied by vendor's documentation to substantiate need for price increase. Written notification will be sent to the Contractor by the Director of Purchasing of the decision to accept or not accept the price increase. If accepted, the new prices will apply only to the orders placed for services after the annual anniversary or renewal date. Price adjustments exclude revenue payments to the County.

G. Multiple Awards:

The County reserves the right to make multiple awards for this contract. Awards may be made to a maximum of two (2) responsive, responsible bidders. In the event the County exercises this right, the low, responsive, responsible bidder will be designated as the Primary Contractor, the next low, responsive, responsible bidder will be designated as the Secondary Contractor.

The Primary Contract will be awarded to the low responsive, responsible bidder (Primary Contractor). Additional contracts may be awarded to the second lowest responsive, responsible bidder (Secondary Contractor), as long as the unit prices are fair and reasonable.

Delivery Orders issued to the Secondary Contractor will be issued when the Primary Contractor is unable to perform or when the County determines that the Primary Contractor's maximum service capacity has been reached and additional service capacity is still needed by the County to meet County's service timeframes.

H. Bidder References:

Bidder shall have a minimum of three (3) current or previous contracts as a Prime Contractor (not a subcontractor) in providing recyclable collection services which are similar or greater in scale to this bid and which are/were contracted with Federal, State, or other governmental agencies within the United States. Bidder shall provide details regarding a minimum of three (3) such government agency contracts and the referenced contact persons for these contracts shall have personal knowledge of the referenced contract and performance of the Bidder/Contractor. Proof shall be provided within three (3) business days of County's request. If any of the references are inaccessible or irrelevant, additional references shall be provided by the Bidder.

I. Contract Coordinator:

Jennifer Domenech of Solid Waste and Recycling Services, 954-474-1836, or [jdomenech@broward.org](mailto:jdomenech@broward.org).