



UNIVERSITY of
LOUISIANA
L A F A Y E T T E

INVITATION TO BID

SOLICITATION FILE No.: 25008

RUSH BID

TITLE: SOLID WASTE DISPOSAL & RECYCLE SERVICE (RENEWABLE CONTRACT)

BID SCHEDULE:

PRE-BID MEETING (in person): Wednesday, June 05, 2024 9:00AM

DUE DATE/TIME (email only) : Thursday, June 20, 2024 2:00PM

ZOOM BID OPENING: Thursday, June 20, 2024 4:00PM

MEETING ID: 959 6806 8022 PASSWORD: 25008

SUBMIT BID TO:*

University of Louisiana at Lafayette
Office of Purchasing

ULLafayetteBids@louisiana.edu

To maintain the integrity of the bid process, please **do not cc** any other University email address when submitting your bid.

BUYER OF RECORD: Martina Howard

BUYER PHONE: (337) 482-1079

EMAIL: martina.howard@louisiana.edu

General Instructions to Bidders

1. Hard copies of sealed bids will no longer be accepted. All bids must be received electronically by the due date and time to be considered.
2. Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by the issuing UL Lafayette Campus/Department at the "Submit Bid To" address stated above, until the specified due date and time. Bidder is solely responsible for the timely delivery of bid. The Purchasing Office is not responsible for any delays.
3. Bid submissions must be signed by a person authorized to bind the vendor. In accordance with Louisiana R.S. 39:1594, the person signing the bid must be: (1) any corporate officer listed on the most current annual report on file with the secretary of state, or the signature on the bid is that of any member of a partnership or partnership in commendam listed in the most current partnership records on file with the secretary of state; or (2) an authorized representative of the corporation, partnership, or other legal entity and the Bidder submits or provides upon request a corporate resolution, certification as to the corporate principal, or other documents indicating authority which are acceptable to the public entity, including registration on an electronic Internet database maintained by the public entity; or (3) entity has filed in the appropriate records of the secretary of state in which the public entity is located, an affidavit, resolution, or other acknowledged or authentic document indicating the names of all parties authorized to submit bids for public contracts.
4. When bid is submitted by email, **the subject line must show the Solicitation/File No.** and submission must be received by bid deadline.
5. Read the entire solicitation, including all terms, conditions and specifications.
6. All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit prices are to be initialed by the Bidder.
7. Bid prices shall include all delivery charges paid by the vendor, F.O.B. UL Lafayette Destination, unless otherwise provided in the solicitation. Any invoiced delivery charges not quoted and itemized on the UL Lafayette purchase order are subject to rejection and non-payment.
8. Payment terms: Net 30 after receipt of properly executed invoice or delivery and acceptance, whichever is later.
9. By signing this solicitation, the Bidder certifies compliance with all general instructions to Bidders, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.
10. **MANDATORY** bid requirements are detailed immediately following the Standard Terms & Conditions section.
11. **There will be non-mandatory pre-bid meeting on Wednesday, June 05, 2024 at 9:00AM.**
12. Quantities listed in these specifications are approximate and are not guaranteed by the University. The University reserves the right to **increase or reduce** quantity as needed if in the best interest of the University.

These standard terms and conditions shall apply to all UL Lafayette solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of conflict between the General Instructions to Bidders or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

Bids submitted are subject to provisions of the laws of the State of Louisiana, including but not limited to: the Louisiana Procurement Code (R.S. 39:1551-1736); Purchasing Rules and Regulations (Title 34 of the Louisiana Administrative Code); Executive Orders; and the terms, conditions, and specifications stated in this solicitation.

1. Bid Delivery and Receipt

To be considered, Bidders may submit bids electronically to ULLafayetteBids@louisiana.edu. When bid is submitted by email, the subject line must show the Solicitation/File No. and must be received by bid deadline.

Bidders are advised that the U.S. Postal Service does not make deliveries to the Purchasing Office. Bids will no longer be accepted by mail or in person. Bidder is solely responsible for the timely delivery of its bid, and failure to meet the bid due date and time shall result in rejection of the bid.

2. Bid Forms

Bids are to be submitted on and in accordance with the UL Lafayette solicitation forms provided, and must be signed by an authorized agent of the vendor. Bids submitted on other forms or in other price formats may be considered informal and may be rejected in part or in its entirety. Bids submitted in pencil and/or bids containing no original signature indicating the Bidder's intent to be bound will not be accepted.

3. Interpretation of Solicitation/Bidder Inquiries

If Bidder is in doubt as to the meaning of any part or requirement of this solicitation, Bidder may submit a written request for interpretation to the Buyer-of-Record at the email address on page 1 of this solicitation. Written inquiries must be received in the UL Lafayette Office of Purchasing no later than five (5) calendar days prior to the opening of bids, and shall be clearly cross-referenced to the relevant solicitation/specification in question.

No decisions or actions shall be executed by any Bidder as a result of oral discussions with any UL Lafayette employee or consultant. Any interpretation of the documents will be made by formal addendum only, issued by the UL Lafayette Office of Purchasing, and mailed or delivered to all Bidders known to have received the solicitation. UL Lafayette shall not be responsible for any other interpretations or assumptions made by Bidder.

4. Bid Opening

In-person bid openings have been suspended for the foreseeable future. Bidders may attend the public bid opening of sealed bids and proposals conducted on Zoom. No information or opinions concerning the ultimate contract award will be given at bid opening or during the evaluation process. Written bid tabulations will not be furnished. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by submitting a written request to the Buyer-of-Record at the email address shown in header.

5. Special Accommodations

Any "qualified individual with a disability" as defined by the Americans with Disabilities Act, who has submitted a bid and desires to attend the public bid opening, must notify the UL Lafayette Office of Purchasing in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.

6. Standards of Quality

Any product or service bid shall conform to all applicable federal, state and local laws and regulations, and the specifications contained in the solicitation. Any manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired; and is not intended to limit or restrict competition. Bidder must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact product specified in the solicitation.

7. New Products/Warranty/Patents

All products bid for purchase must be new, never previously used, of the manufacturer's current model and/or packaging, and of best quality as measured by acceptable trade standards. No remanufactured, demonstrator, used or irregular products will be considered for purchase unless otherwise specified.

The manufacturer's standard published warranty and provisions shall apply, unless more stringent warranties are otherwise required by UL Lafayette and specified in the solicitation. In such cases, the Bidder and/or manufacturer shall honor the specified warranty requirements, and bid prices shall include any premium costs of such coverage.

Bidder guarantees that the products proposed and furnished will not infringe upon any valid patent or trademark; and shall, at its own expense, defend any and all actions or suits charging such infringement, and shall save UL Lafayette harmless.

8. Descriptive Information

Bidders proposing an equivalent brand or model are to submit descriptive information (such as literature, technical data, illustrations, etc.) sufficient for UL Lafayette to evaluate quality, suitability, and compliance with the specifications with the bid submission. Failure to submit descriptive information may cause bid to be rejected. Any changes made by Bidder to a manufacturer's published specifications shall be verifiable by the manufacturer. If items bid do not fully comply with specifications, Bidder must state in what respect items deviate. Bidder's failure to note exceptions in its bid will not relieve the Bidder from supplying the actual products requested.

9. Bids/Prices/F.O.B. Point

- The bid price for each item is to be quoted on a "net" basis and F.O.B. UL Lafayette Destination, i.e. title passing upon receipt and inclusive of all delivery charges, any item discounts, etc.
- Bids other than F.O.B. UL Lafayette Destination may be rejected.
- Bids indicating estimated freight charges may be rejected.
- Bids requiring deposits, payment in advance, or C.O.D. terms may be rejected.
- Bidders who do not quote "net" item prices and who separately quote an overall "lump sum" freight cost or discount for all items shall be considered as submitting an "all-or-none" bid for evaluation and award purposes; and risk rejection if award is made on an item basis.
- Prices shall be firm for acceptance for a minimum of 30 days, unless otherwise specified. Bids conditioned with shorter acceptance periods may be rejected.
- Prices are to be quoted in the unit/packaging specified (e.g. each, 12/box, etc), or may be rejected.
- In the event of extension errors, the unit price bid shall prevail.

13. Taxes

Vendor is responsible for including all applicable taxes in the bid price. UL Lafayette is exempt from all Louisiana state and local sales and use taxes. By accepting an award, resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.

11. Terms and Conditions

This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, vendor agrees that contrary terms and conditions which may be included in its bid are nullified; and agrees that this contract shall be construed in accordance with this solicitation and governed by the laws of the State of Louisiana.

12. Vendor Forms/ UL Lafayette Signature Authority

The terms and conditions of the UL Lafayette solicitation, purchase order and contract shall solely govern the purchase agreement, and shall not be amended by any vendor contract, form, etc.

The University's Vice President of Administration and Finance, chief procurement officer, or authorized designee, is delegated sole authority to execute/sign any vendor contracts, forms, etc., on behalf of UL Lafayette. Departments are expressly prohibited from signing any vendor forms.

Any such vendor contracts/forms bearing unauthorized signatures shall be null and void, shall have no legal force, and shall not be recognized by UL Lafayette in any dispute arising therefrom. Vendors who present any such forms to department users for signature without regard to this strict UL Lafayette policy may face contract cancellation, suspension, and/or debarment.

13. Awards

The intent is to award this bid on an all-or-none basis to the lowest responsible and responsive Bidder. UL Lafayette reserves the right: (1) to award items separately, grouped, or on an all-or-none basis, as deemed in its best interest; (2) to reject any or all bids and/or items; and (3) to waive any informalities.

All solicitation specifications, terms and conditions shall be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

14. Acceptance of Bid

Only the issuance of an official UL Lafayette purchase order, contract, Notification of Award letter, or a Notification of Intent to Award letter shall constitute the University's acceptance of a bid. UL Lafayette shall not be responsible in any way to a vendor for goods delivered or services rendered without an official purchase order and/or contract.

15. Applicable Law

All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.

16. Awarded Products/Unauthorized Substitutions

Only those awarded brands and numbers stated in the UL Lafayette contract are approved for delivery, acceptance, and payment purposes. Any substitutions must be reviewed and approved by the UL Lafayette Office of Purchasing prior to awarding the contract. Unauthorized product substitutions are subject to rejection at time of delivery, post-return at vendor's expense, and non-payment.

17. Testing/Rejected Goods

Vendor warrants that the products furnished will be in full conformity with the specification, drawing or sample, and agrees that this warranty shall survive delivery, acceptance, and use. Any defect in any product may cause its rejection. UL Lafayette reserves the right to test products for conformance to specifications both prior to and after any award. Vendor shall bear the cost of testing if product is found to be non-compliant. All rejected goods will be held at vendor's risk and expense, and subject to vendor's prompt disposition. Unless otherwise arranged, rejected goods will be returned to the vendor freight collect.

18. Delivery

Vendor is responsible for making timely delivery in accordance with its quoted delivery terms. Vendor shall promptly notify the UL Lafayette Department and/or UL Lafayette Office of Purchasing of any unforeseen delays beyond its control. In such cases, UL Lafayette reserves the right to cancel the order and to make alternative arrangements to meet its needs.

19. Default of Vendor

Failure to deliver within the time specified in the bid/award will constitute a default and may be cause for contract cancellation. Where the University has determined the vendor to be in default, UL Lafayette reserves the right to purchase any or all goods or services covered by the contract on the open market and to surcharge the vendor with costs in excess of the contract price. Until such assessed surcharges have been paid, no subsequent bids from the defaulting vendor will be considered for award.

20. Vendor Invoices

Invoices shall reference the UL Lafayette purchase/release order number, vendor's packing list/delivery ticket number, shipping/delivery date, etc. Invoices are to be itemized and billed in accordance with the order, show the amount of any prompt payment discount, and submitted on the vendor's own invoice form. Invoices submitted by the vendor's supplier are not acceptable.

21. Delinquent Payment Penalties

Delinquent payment penalties are mandated and governed by Louisiana R.S. 39:1695. Vendor penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by UL Lafayette in any dispute arising therefrom.

22. Assignment of Contract/Contract Proceeds

Vendor shall not assign, sublet or transfer its contractual responsibilities, or payment proceeds thereof, to another party without the prior written consent and approval of the UL Lafayette Office of Purchasing. Unauthorized assignments of contract or assignments of contract proceeds shall be null and void, shall have no legal force, and shall not be recognized by UL Lafayette in any dispute arising therefrom.

23. Contract Cancellation/Termination

UL Lafayette has the right to cancel any contract for cause, in accordance with purchasing rules and regulations, including but not limited to: (1) failure to deliver within the time specified in the contract; (2) failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) misrepresentation by the vendor; (4) fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the University; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract.

UL Lafayette has the right to cancel any contract for convenience at any time by giving thirty (30) days written notice to the vendor. In such cases, the vendor shall be entitled to payment for compliant deliverables in progress.

24. Prohibited Contractual Arrangements

Per Louisiana R.S. 42:1113.A, no public servant, or member of such a public servant's immediate family, or legal entity in which he has a controlling interest shall bid on or enter into any contract, subcontract, or other transaction that is under the supervision or jurisdiction of the agency of such public servant. See statute for complete law, exclusions, and provisions.

25. Equal Employment Opportunity Compliance

By submitting and signing this bid, vendor agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972; federal Executive Order 11246; federal Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Vendor agrees not to discriminate in its employment

practices, and will render services under any contract entered into as a result of this solicitation without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Any act of discrimination committed by vendor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

26. Mutual Indemnification

Each party hereto agrees to indemnify, defend, and hold the other, its officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney’s fees arising out of or resulting from the willful act, fault, omission, or negligence of the indemnifying party or of its employees, contractors, or agents in performing its obligations under this agreement, provided however, that neither party hereto shall be liable to the other for any consequential damages arising out of its willful act, fault, omission, or negligence.

27. Certification of No Suspension or Debarment

By signing and submitting this bid, Bidder certifies that its company, any subcontractors, or principals thereof, are not suspended or debarred under federal or state laws or regulations. A list of parties who have been suspended or debarred by federal agencies is maintained by the General Services Administration and can be viewed on the internet at www.epls.gov.

28. Substitution of Personnel

If applicable, the University intends to include in any contract resulting from this ITB the following condition:

Substitution of Personnel: If, during the term of the contract, the Contractor or subcontractor cannot provide the personnel as proposed and requests a substitution, that substitution shall meet or exceed the requirements stated herein. A detailed resume of qualifications and justification is to be submitted to the University for approval prior to any personnel substitution. It shall be acknowledged by the Contractor that every reasonable attempt shall be made to assign the personnel listed in the Contractor’s bid.

29. Insurance Requirements

Please note attached insurance requirements section included in these bid specifications.

If applicable to the services procured in this solicitation, the successful Bidder will be required to furnish a certificate of insurance evidencing required coverages and naming the University of Louisiana at Lafayette as an additional insured on all liability policies.

30. Nonperformance

Successful Bidder is required to perform in strict accordance with all contract specifications, terms, and conditions. Successful Bidder will be advised in writing of nonperformance issues and shall be required to promptly implement corrective actions to ensure contract compliance and to prevent recurrences. In the event the successful Bidder is issued three or more complaints of nonperformance, UL Lafayette reserves the right at its sole discretion to cancel the contract with a ten (10) day written notice. Contract cancellations due to nonperformance may be cause to deem vendor non-responsible in future solicitations.

31. Official University Recognized Holidays

The following is a list of officially recognized University Holidays:

New Year’s Day	July 4 th
Martin Luther King Day	Labor Day
Mardi Gras Day	Thanksgiving Day
Good Friday	Acadian Day
Memorial Day	Christmas Day
Juneteenth	

32. No Smoking Campus

The Successful Bidder shall be responsible for compliance with all University policies, security measures and vehicle regulations. Specifically, the University is a NO SMOKING campus and all prospective Bidders are cautioned that smoking will not be permitted inside or outside on ANY part of this facility at any time. Any employee who is found to be in violation of this policy will be subject to immediate dismissal.

33. Non-Exclusivity

This agreement is non-exclusive and shall not in any way preclude UL Lafayette from entering into similar agreements and/or arrangements with other Vendors or from acquiring similar, equal, or like goods and/or services from other entities or sources.

34. Contract Amendments

Requests for contract changes must be made in writing by an authorized agent/signatory of the Vendor and submitted to UL Lafayette Office of Purchasing for prior approval. Requests shall include detailed justification and supporting documentation for the proposed amendment.

Contract revisions shall be effective only upon approval by UL Lafayette Office of Purchasing and issuance of a formal UL Lafayette Contract Amendment. The Vendor shall honor purchase orders issued prior to the approval of any contract amendment as applicable.

35. Term of Contract

The duration of this Contract commences from the date specified herein or date of award notification and continues until University accepts final delivery of all deliverables. Total initial contract period not to exceed Twelve (12) months.

Based upon mutual agreement between the University and the successful Bidder, this contract may be extended for four (4) additional twelve (12) month periods under the same terms.

All terms of the solicitation shall be firm for the duration of Contract.

36. Notification of Fund Appropriation

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the Legislature. If the Legislature fails to appropriate sufficient monies to provide for the continuation of the contract or if such appropriation is reduced by the veto of the Governor or by any means provided in the Appropriations Act to prevent the total appropriations for the year from exceeding revenues for that year or for any lawful purpose and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

All Bidders should be aware that our Legislative process is such that it is often impossible to give prior notice of the non-appropriation of funds.

37. Number of Bid Response Copies

Each Bidder must submit one (1) signed original bid to the Office of Purchasing at the mailing address specified in this solicitation document. The original must CONTAIN ORIGINAL SIGNATURES of those company officials or agents duly authorized to sign on behalf of the organization. Bidders may be required to mail in the original documents upon award.

38. PROHIBITION OF DISCRIMINATORY BOYCOTTS OF ISRAEL

In accordance with LA R.S. 39:1602:1, for any contract for \$100,000 or more and for any contractor with five or more employees, Contractor, or any Subcontractor, shall certify it is not engaging in a boycott of Israel, and shall, for the duration of this contract, refrain from a boycott of Israel.

The State reserves the right to terminate this contract if the Contractor, or any Subcontractor, engages in a boycott of Israel during the term of the contract.

39. PRE-BID MEETING

A non-mandatory pre-bid meeting will be held at **9:00AM, Wednesday, June 05, 2024** at the Facility Management Department, Parker Hall, 310 E. Lewis Street, Lafayette, Louisiana, at which time details of plans and specifications will be discussed.

40. SITE VISIT/CONTACT INFORMATION

It is the responsibility of the prospective bidder to visit and examine the jobsite, take measurements to his/her own satisfaction and determine conditions under which work is to be done. Owner will not accept responsibility for conditions which careful examination of premises would have shown existed.

To visit jobsite and for further information, prospective bidder is to contact Stephen Cruthirds, 337-482-2001.

41. PIGGY BACK CLAUSE

University of Louisiana Lafayette is asking all responding vendors to indicate their willingness to extend the terms of resulting contracts, inclusive of price, to other Louisiana state agencies and/or universities. While this clause in no way commits any state agency and/or university to purchase from the awarded vendor, nor does it guarantee any additional orders will result, it does allow state agencies and/or universities, at their discretion, to make use of the University of Louisiana at Lafayette's competitive process (provided said process satisfies their own procurement guidelines) and purchase directly from the awarded contractor. All purchases made by other state agencies and/or universities shall be understood to be transactions between that state agency and/or university and the awarded vendor. The University of Louisiana at Lafayette shall not be responsible for any such purchases.

MANDATORY BID REQUIREMENTS

Failure to meet all of the listed mandatory requirements will result in rejection of bid without further consideration.

1. CERTIFICATION STATEMENT

The Bidder **must** sign and include the Certification Statement as set forth in solicitation document. The signature of Bidder's Authorized Representative **must be an ORIGINAL signature** - not a typed/electronic signature. Documents signed in the DocuSign™ program are the only exceptions to this policy.

2. BID SHEET/FORM

The Bidder must submit bid on the form herein provided. The proposal must be signed in ink, and blank space(s) should be filled in for every applicable blank in the UNIT PRICE and EXTENDED TOTAL column. Items left blank will not be awarded to that bidder. It is not necessary to bid on all items. However, if you are not bidding on a particular item, or find a blank that is not applicable to your submission, write "NO BID" or "N/A" in the provided space(s). The Bidder must state the UNIT price (written in ink or typewritten) for each item and shall show the total amount for each item based on the quantities listed.

3. LOUISIANA CONTRACTOR'S LICENSE

Bids shall be accepted from Contractors who are licensed in a classification such as: **SPECIALTY: NON-HAZARDOUS WASTE TREATMENT AND REMOVAL** and provide their license number on the bid form in the space provided. Failure to do so shall be cause for rejection of bid.

4. BID SECURITY

Each bidder **MUST** accompany his/her proposal with a bid security for five percent (5%) of the total maximum amount of his/her bid. Failure to do so shall be cause for rejection of bid.

5. DEQ PERMIT

Each bidder **MUST** accompany its proposal with a letter identifying the disposal facility to include the site name, address, and DEQ Permit Number on letter.

6. MRF LETTER

Each bidder **MUST** accompany its proposal with a letter from the MRF confirming the MRF will accept the specified recyclable materials and provide the specified reports to the University. *The State of Louisiana Department of Environmental Quality Storm Water Multi-Sector General Permit (MSGP) authorization number should appear on said letter.*

7. CERTIFICATE OF INSURANCE

Bidder shall submit a certificate of insurance with bid submission or by provide the following information: Policy number, names and addresses of carriers and Agents, amounts of coverage, types of coverage, and effective dates on the bid form enclosed.

CONTACT INFORMATION

ELECTRONIC BID SUBMISSIONS (ONLY) *Do not email questions about the bid to this email address.*

ULLafayetteBids@louisiana.edu

Be sure to include the solicitation number in the subject line.

***Do not** send your submission to any other University email address.*

QUESTIONS/CONCERNS ABOUT SPECIFICATIONS

purchasing@louisiana.edu

BidQuestions@louisiana.edu

***Do not** email bid submissions to either of these addresses.*

To contact Purchasing by phone: 337.482.1079.

DEFINITIONS

Agent - The University's representative in the Facility Management who is referred to throughout these documents as singular in number.

Contractor - The person/company who contracts with UL Lafayette to perform the work as called for on these documents who is referred to as singular in number.

Owner - The University of Louisiana at Lafayette (UL Lafayette)

IMPORTANT NOTES:

1. VENDOR BIDDING ANYTHING OTHER THAN EXACT GOODS/SERVICES SPECIFIED IN THESE SPECIFICATIONS IS TO SUBMIT DESCRIPTIVE AND ILLUSTRATIVE LITERATURE **WITH BID** FOR CONSIDERATION OF AWARD. FAILURE TO DO SO SHALL BE CAUSE FOR REJECTION OF BID.
2. ALL PRICES QUOTED ARE TO REMAIN FIRM UNTIL ALL DELIVERABLE GOODS OR SERVICES ARE RENDERED TO AND ACCEPTED BY THE UNIVERSITY OF LOUISIANA AT LAFAYETTE.
3. IN THE EVENT OF EXTENSION ERRORS, THE UNIT PRICE ON THE BID FORM SHALL PREVAIL.
4. THE UNIVERSITY OF LOUISIANA AT LAFAYETTE ADHERES TO NET 30 PAYMENT TERMS. ALL OTHER PAYMENT TERMS MUST BE DISCLOSED **WITH BID**. BE ADVISED THAT STRICTER PAYMENT TERMS MAY BE CAUSE FOR REJECTION OF BID.
5. QUANTITIES ARE APPROXIMATE AND ARE NOT GUARANTEED BY THE UNIVERSITY. THE UNIVERSITY RESERVES THE RIGHT TO INCREASE OR REDUCE QUANTITY AS NEEDED IF IN THE BEST INTEREST OF THE UNIVERSITY.
6. THE UNIVERSITY RESERVES THE RIGHT TO AWARD PROPOSAL ON AN INDIVIDUAL ITEM BASIS, A COMBINATION OF ITEMS BASIS, OR AS A TOTAL PACKAGE TO ONE VENDOR, WHICHEVER IS IN THE BEST INTEREST OF THE UNIVERSITY.
7. BID SUBMISSIONS MUST DISCLOSE ALL FEES INCLUDING SHIPPING, HANDLING, FREIGHT, FUEL SURCHARGES, ETC.. NO ADDITIONAL FEES WILL BE ACCEPTED AFTER AWARD.
8. FAILURE TO COMPLY WITH ANY MANDATORY REQUIREMENTS SHALL BE CAUSE FOR REJECTION OF BID.

The University of Louisiana at Lafayette is a tax exempt State Agency. Vendor is responsible for including all applicable taxes in the bid price. UL-Lafayette is exempt from all Louisiana state and local sales and use taxes. Resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, and etcetera.

DETAILED SPECIFICATIONS

THE PURPOSE OF THIS SOLICITATION IS TO ESTABLISH A CONTRACT FOR SOLID WASTE & RECYCLING PICK-UP AND DISPOSAL SERVICES FOR THE UNIVERSITY OF LOUISIANA AT LAFAYETTE IN LAFAYETTE, LOUISIANA, AS SHOWN IN THESE SPECIFICATIONS, UPON AWARD THROUGH JUNE 30, 2025, WITH THE OPTION TO RENEW FOR UP TO FOUR (4) ADDITIONAL TWELVE-MONTH PERIODS.

SCOPE OF WORK

The work included in this contract generally includes, but is not limited to, the following:

Solid Waste Removal Services

1. Provide and empty waste containers of the size, and type at the locations listed in these specifications.
2. Reload and empty contractor owned containers upon notification.
3. Empty, reload and empty UL Lafayette -owned containers upon notification.
4. Transport and properly dispose non-hazardous solid waste at a State permitted solid waste landfill.
5. Provide and empty upon notification roll-off containers for non-hazardous solid waste.
6. Containers shall be numbered to match the corresponding building number on the map
7. No long hauling of waste over 80 miles.
8. Recycled material removal.
9. Contractor shall be prepared to commence work (providing dumpsters, compactors, and handcarts in each location listed in specifications) during the week of July 01, 2024.
10. Damages in the amount of Three Hundred Dollars (\$300.00) per day will be assessed for every calendar day that waste containers are not in place beyond July 01, 2024.

RENEWAL OF CONTRACT

Based upon mutual agreement between the University and the successful bidder, this contract may be extended for FOUR (4) additional twelve (12) month periods at the same prices and terms. Both parties must agree to any extension, and a decision will be made at each twelve (12) month interval.

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the Legislature. If the Legislature fails to appropriate sufficient monies to provide for the continuation of the contract or if such appropriation is reduced by the veto of the Governor or by any means provided in the Appropriations Act to prevent the total appropriations for the year from exceeding revenues for that year or for any lawful purpose and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

All bidders should be aware that our Legislative process is such that it is often impossible to give prior notice of the non-appropriation of funds.

Each bidder MUST accompany his/her proposal with a bid security for five percent (5%) of the total maximum amount of his/her bid. The bid security shall be drawn in favor of the University of Louisiana at Lafayette and SHALL be in the form of a Bid Bond (Insurance Company), Bank Money Order, Certified Check or Cashier's Check. It shall become the property of the Owner in the event the contract and any performance bond are not executed within the time set forth. Bid bond shall be written by a surety or insurance company currently on the US Department of the Treasury Financial Management Service List of Approved Bonding Companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an "A-" Rating in the latest printing of the AM Best's Key Rating

Guide to write individual bonds up to ten percent (10%) of policyholders' surplus as shown in the AM Best's Key Rating Guide.

Contractors shall possess licenses in a classification such as: **SPECIALTY: NON-HAZARDOUS WASTE TREATMENT AND REMOVAL**. Bids in the amount of \$50,000.00 or more, not submitted in accordance with this requirement, shall be rejected. Additional information relative to licensing may be obtained from the Louisiana State Licensing Board for Contractors, Baton Rouge, Louisiana.

In making this bid, each bidder represents that: They have read and understand the bid documents and the bid is made in accordance herewith, and the bid is based upon the specifications described in the bid documents without exception.

I. LAWS, PERMITS, REGULATIONS

A. All work shall be done in accordance with applicable State and Federal laws and regulations. Failure to do so may be cause for rejection of bid.

1. The recyclable materials shall be transported to a Material Recovery Facility (MRF) within 80 miles of campus that is permitted by the State to recover such materials. Each Bidder shall submit a letter, at the time of bid submission, from the selected MRF, confirming awardee will utilize their services if awarded the contract. The letter must list and confirm the MRF will accept the specified recyclable materials and provide the specified reports to the University. *The State of Louisiana Department of Environmental Quality Storm Water Multi-Sector General Permit (MSGP) authorization number should appear on said letter.*
2. The solid waste shall be transported to a facility WITHIN 80 MILES of campus that is permitted by the State to handle such waste. Each Bidder shall submit a letter, at the time of bid submission, from the landfill facility they intend on utilizing for the purpose of disposal of the non-hazardous solid waste. The State of Louisiana Department of Environmental Quality permit number should appear on said letter.
3. Failure to provide either letter shall be cause for rejection of bid.

II. RESPONSE TIME

Due to the nature of services required under this contract, Contractor will be expected to provide a twelve (12) hour response time to correct urgent/emergency issues involving disposal. A Manager must be able to meet face-to-face on University campus within twelve (12) hours of request should a problem arise that requires immediate attention. The University will allow 72 hours to resolve non-emergency issues. Damages in the amount of Three Hundred Dollars (\$300.00) per day will be assessed for every calendar day that issues remain unresolved beyond the timeline stated in these bid specifications.

III. SERVICE SCHEDULE

A. Time of Day Service

1. The Contractor shall schedule the solid waste pickup so as to not interfere with University working hours, which are Monday through Thursday, 7:30 am - 4:30 pm, Friday 7:30AM through 12 Noon.
2. The Contractor shall not schedule pickups prior to 6:00 am in the dormitory/residential areas.

B. Campus Dumpster Operations: See Exhibit A.1

1. This schedule reflects the University's existing solid waste and recycling dumpster service.

2. The size and frequency of service during the fall and spring semesters, for 2-8 cubic yard front-load dumpsters, roll-off dumpsters, and compactor is included.
3. This is the expected service and schedule for Fall 2024.
4. The Contractor shall empty all containers based on the specified schedule. If the Contractor is not able to service a particular container, the University must be notified within three (3) hours of the attempted service.

C. Service schedule is subject to change

1. The service schedule in Exhibit A is for unit cost estimating purposes of this bid proposal and to ensure the Contractor shall have sufficient fleet and personnel capacity to perform all empties, reloads, and deliveries of all solid waste, recycling, and composting as called for in these specifications.
2. Dumpster size and quantity, and service frequency is subject to change according to demand, per the University's discretion. The Contractor will assist the University with quarterly audits to determine if service can be reduced or needs to be increased for all materials streams.
3. The University will notify the service provider if an increase or decrease in service is necessary.
4. **Monthly billing should reflect these changes.**

D. Required flexibility in service schedule

1. The University operates a non-traditional business schedule with ranging needs for service from our solid waste, recycling, and compost-hauling provider. The example service schedule is typical only for the fall and spring semesters.
2. The University will notify the service provider, at minimum, 30 days before the exact date that service schedules should change.
3. University Operations Schedule:
 - **Fall and Spring Semesters Schedule:** Exhibits A1-A3 show the typical current service schedule for front-load dumpsters during the fall and spring semesters, when the University is in full operations, including full enrollment, full housing and dining operations, and full faculty and staff.
 - **Summer Semester Schedule:** Scheduled service for the front load dumpsters will be reduced by 50%-75% from *the last day of spring semester finals* in mid-May to *the week before fall semester begins* in mid-August. The required service for 95 gallon recycling and solid waste carts at Bonin Hall, Corona Hall, Harris Hall, Baker Hall, and Huger Hall can be expected to reduce by 50%.
 - **Winter Break Schedule:** ALL University operations are suspended for an approximate 2 week period during the winter break, with the exception of 10% of our student residents who remain on campus. Service to ALL dumpsters should be suspended during this time. The University will not request suspension of services during Spring Break, Mardi Gras break, fall break, Thanksgiving break, or for any other break that affects students and faculty only.
 - **Campus Move In:** Campus move in typically occurs over a weeklong period in August, and will require additional recycling and solid waste dumpsters at residential halls. Required service will be, at minimum, on a daily basis. Additional service may be required during peak times.
 - **Campus Move Out:** Campus move out typically occurs over a weeklong period in May, and will require additional recycling and solid waste dumpsters at residential halls. Required

service will be, at minimum, on a daily basis. Additional service may be required during peak times.

4. **Monthly billing should reflect these changes.** All invoices will be reviewed by the Facilities Management staff prior to processing in Accounts Payable.

E. Reloads

1. In situations where solid waste is piled on the ground next to the container, *when the Contractor arrives to empty the container, the Contractor* shall refill (reload) the container with solid waste and empty the container as many times as is necessary so that no solid waste remains on the ground.
2. Reloads *may also be* requested by UL Lafayette personnel. The request will typically be communicated by telephone one day in advance of the scheduled pickup.
3. Reloads should be performed within twenty-four (24) hours of contractor being notified by University.
4. The Contractor shall be compensated based on per load cost for that container as per the bid for each full container that is emptied.

IV. REPORTING

The University's goal is to maximize our landfill waste diversion rate through a number of "zero waste" strategies. It is essential the University have accurate data regarding our solid waste, recycling, and compost volumes. The University also wants to ensure our service provider is properly recycling the materials our students, faculty, staff, and athletic fans are placing in recycling bins. Finally, the University wants to minimize contamination rates for the MRF.

To promote these best practices and ensure the University and service provider are doing the best possible effort, the University will require the following reports:

A. RECYCLING REPORTS

1. **University ONLY Recycling Report:** Five (5) to six (6) weeks of the year, the University will require a recycling collection reports that contains ONLY recycled materials from the University. The University would like to have reports with the following information: the date, MRF location, weight ticket numbers, weight of materials (*Unsorted*), and any notable comments about the collected material. *This information must be verified by the MRF.* The University will schedule the specific weeks with the Contractor 30 days in advance. The Contractor can expect two weeks in the spring semester, two weeks in the fall semester, and one (1) or two (2) weeks in the summer.

The University may request a copy of monthly MRF invoices from the Contractor to verify the delivery of recycled materials by the Contractor. The Contractor should supply the requested invoice within three (3) business days.

2. **University ONLY Contamination Reports:** If any container is determined to be contaminated by the Contractor's drivers, the University should be contacted immediately and before a determination is made to haul it to the landfill instead. If the University is able

to remove contamination from the container, staff will do so. If not, the University will approve that it be taken to the landfill.

3. **Football Game ONLY Recycling Reports:** All recycling handcarts at Cajun Field will be serviced on Sundays at the arranged time with the Grounds Manager. The University will notify the Contractor when the recycling roll-offs and dumpsters are ready to be emptied, usually within 2-3 days of the game. The University requires the weight of recycled materials from the handcarts to be reported within 3 business days. The University requires the weight of recycled materials from the roll offs and/or dumpsters to be reported within 3 business days. To ensure accurate measurements, the University requires the roll-offs and dumpsters are empty on the day before the game.
4. **Monthly tipping fees:** The Contractor must provide the average monthly tipping fee for the Material Recovery Facility utilized for the University's materials.
5. **Annual Recycling Reports from the MRF:** Report shall include the monthly totals of each material recycled, monthly totals of salvage revenue, monthly contamination rates, and total tonnage of materials delivered to the MRF, but not recycled. *This report is intended to demonstrate the MRF's operations, not what Contractor delivers to the MRF from the University.*

B. LANDFILL REPORTS

1. **University ONLY Solid Waste Report:** Five (5) to Six (6) weeks of the year, the University will require a solid waste collection report that contains ONLY solid waste materials from the University. The University would like to have reports with the following information: the date, delivery location, weight of materials and any notable comments about the collected material. The University will schedule the specific weeks with the Contractor 30 days in advance. The Contractor can expect two weeks in the spring semester, two weeks in the fall semester, and one or two weeks in the summer.
2. **Football Game ONLY Solid Waste Reports:** All solid waste handcarts at Cajun Field will be serviced on Sundays at the arranged time with the Grounds Manager. The University will notify the Contractor when the solid waste roll-offs and dumpsters are ready to be emptied, usually within 1-3 days of the game. The University requires the weight of solid waste materials from the handcarts to be reported within 3 business days. The University requires the weight of solid waste materials from the roll offs and/or dumpsters to be reported within 3 business days. To ensure accurate measurements, the University requires the roll-offs and dumpsters are empty on the day before the game.
3. **Monthly tipping fees:** The Contractor must provide the average monthly tipping fee for the landfill utilized for the University's materials.
4. **Out of Compliance Reports:** If at any time during the contract period the landfill utilized by the Contractor is deemed to be out of compliance with the required permitting from the Louisiana Department of Environmental Quality, the University requires notification on the same day. The University may require the Contractor to utilize an alternative permitted landfill until all permitting issues are resolved.

C. COMPOST REPORTS

1. **University ONLY Compost Report:** Five (5) to Six (6) weeks of the year, the University will require a compost collection report that contains ONLY compost materials from the University. The University would like to have reports with the following information: the date, delivery location, weight of materials, and any notable comments about the collected material. The University will schedule the specific weeks with the Contractor 30 days in advance. The Contractor can expect two weeks in the spring semester, two weeks in the fall semester, and one or two weeks in the summer.
2. **Football Game ONLY Compost Reports:** The University will notify the Contractor when the compost waste roll-offs is ready to be emptied at the University Cade Research Farm, usually within 1-2 days of the game. The University requires the weight of compost materials from the roll offs to be reported within 3 business days. To ensure accurate measurements, the University requires the roll- offs dumpsters are empty on the day before the game.

V. RECYCLING

A. Ability to demonstrate effective experience in recycling hauling

1. The Contractor must be able to demonstrate a history of effective recycling operation practices. The Contractor must provide a letter with their bid proposal from a Louisiana Material Recovery Facility. The letter should verify a history, not shorter than 9 consecutive months in 2023-24, whereby the Contractor consistently delivered mixed recycling materials at a volume that is comparable to the University's operations.

B. Containers

1. The Contractor shall furnish solid waste containers of the type and size in the locations listed in these specifications. "Containers" includes all front load dumpsters, all handcarts, all roll off dumpsters, and all handcarts.
2. ALL Recycling compactors, roll-off dumpsters, front load dumpsters, and handcarts, of all sizes and at all locations, MUST be GREEN.
3. ALL recycling compactors, roll-off dumpsters, front load dumpsters, and handcarts, of all sizes and at all locations, must have University specified labels. See Exhibit B.
4. All dumpsters and handcarts shall have closeable tops and tops shall be consistent with container colors and shall display consistent markings.
5. The delivery, installation, and final pick up of all containers, including 65-gallon handcarts for football tailgating, should be included in the unit cost of the item. The handcarts that are reserved for use only football season then returned to the Contractor can be priced separately than the handcarts that remain year-round on campus.
6. The University, prior to delivery, must approve location of ALL containers. The Contractor shall provide all labor and equipment necessary to manually move the containers from their resting place to facilitate loading into the truck. This includes dumpsters for special events and peak operating times, such as "campus move in" and "campus move out".
7. The Contractor shall not substitute a front-end load container for a rear-load container, or

vice-versa, when submitting his/her bid. Only after the successful bidder is selected will the University entertain substitutions. If the cost of providing the service is reduced as a result of the substitution, the Contractor shall be required to credit the University for the difference.

8. The Contractor shall inspect each waste container during the months of March, August, December, February, and May to ensure that they are in good condition. A written report shall be submitted to the UL Lafayette Grounds Manager, by the first day of the following month detailing the condition of each waste container and planned methods of upgrading container conditions. Failure to submit such report will result in the delay of the monthly service payment until such report is submitted.
9. Containers shall be numbered to match the corresponding building number on the map.

C. Recycled Materials and Material Recovery Facility (MRF)

1. The Material Recovery Facility utilized by the service provider must be within 80 miles of UL Lafayette campus, 104 East University Avenue, Lafayette, LA 70504.
2. The Contractor will be responsible for collecting, hauling, and ultimately delivering the following mixed recycled materials to be recycled:
 - **Recyclable Paper**
 - Newspapers and Inserts
 - Magazines
 - Catalogs
 - Junk Mail and Envelopes (No product samples; envelope labels and windows are OK.)
 - Home Office Paper (Sticky notes, manila envelopes and file folders and paperream wrappers are OK)
 - Paper Bags, except gift bags
 - Boxboard (thin cardboard like cereal boxes, shoe boxes, soda cartons, etc.)
 - Phone books
 - Holiday and greeting cards
 - Dark-colored envelopes and folder
 - Shredded paper
 - **Aluminum, Steel, and Tin Cans**
 - Aluminum cans, such as soda cans
 - Tin & Steel cans, such as soup cans and tuna cans
 - Aluminum Foil
 - **Plastic containers (#1 through #7, not #6 EPS)**
 - **Corrugated cardboard**
 - **Glass**
3. The University would like to pursue rebate opportunities with the Contractor for pre-sorted materials. If the opportunities are available, include details with bid submission. If opportunities become available during the course of the contract Contractor will disclose how said rebates would be given. Contractor will provide front load dumpsters and/or roll-off dumpsters at the recycling container unit cost.
4. The Contractor will return up to 24 cubic yards per year of crushed glass to the University for research and development purposes.

VI. SOLID WASTE

A. Containers

1. The Contractor shall furnish solid waste containers of the type and size in the locations listed in these specifications. "Containers" includes all front load dumpsters, all handcarts, all roll off dumpsters, and all handcarts.
2. ALL solid waste compactors, roll-off dumpsters, front load dumpsters, and handcarts, of all sizes and at all locations, MUST be the same color for the duration of the contract and shall contain no visible display of the provider's company logo or name. It is understood that these containers are rented from the contractor and the University will be allowed to approve size and location of any markings.
3. ALL solid waste compactors, roll-off dumpsters, front load dumpsters, and handcarts, of all sizes and at all locations, must have University specified labels. See Exhibit B.
4. All dumpsters and handcarts shall have closeable tops of the same color as the container or black and with consistent markings.
5. The delivery, installation, and final pick up of all containers, including 65-gallon handcarts for football tailgating, should be included in the unit cost of the item. The handcarts that are reserved for use only football season then returned to the Contractor can be priced separately than the handcarts that remain year-round on campus.
6. The University, prior to delivery, must approve location of ALL containers. The Contractor shall provide all labor and equipment necessary to manually move the containers from their resting place to facilitate loading into the truck. This includes dumpsters for special events and peak operating times, such as "campus move in" and "campus move out".
7. The Contractor shall not substitute a front-end load container for a rear-load container, or vice-versa, when submitting his/her bid. Only after the successful bidder is selected will the University entertain substitutions. If the cost of providing the service is reduced as a result of the substitution, the Contractor shall be required to credit the University for the difference.
8. The Contractor shall inspect each waste container during the months of March, August, December, February, and May to ensure that they are in good condition. A written report shall be submitted to the UL Lafayette Grounds Manager, by the first day of the following month detailing the condition of each waste container and planned methods of upgrading container conditions. Failure to submit such report will result in the delay of the monthly service payment until such report is submitted.

VII. COMPOST

A. Development of Composting Facility

1. The University currently operates a small scale composting facility through the Louisiana Department of Agriculture and Forestry Best Management Practice Program. Currently, the University only composts materials from the six home football games.

2. The University will be expanding operations to include at a minimum food waste from the Cypress Lake Dining Hall at the Student Union.
3. Within the term of this contract, the University will seek to expand the operation to accept compostable food waste and post-consumer compostable products from selected partners, who may be grocery stores, restaurants, food processing companies, festivals, and/or schools. The Contractor agrees to partner with University to pilot composting with selected companies and special events in Louisiana.

B. Containers

1. The Contractor shall furnish compost containers of the type and size in the locations listed in these specifications. "Containers" includes all front load dumpsters, all handcarts, all roll off dumpsters, and all handcarts.
2. ALL composting front load dumpsters and roll-offs of all sizes and at all locations, MUST be BROWN.
3. ALL compost roll-off dumpsters and front load dumpsters, of all sizes and at all locations, must have University specified labels. See Exhibit B.
4. All containers shall have closeable/lockable tops of consistent colors and with consistent markings.
5. The University, prior to delivery, must approve location of ALL containers. The Contractor shall provide all labor and equipment necessary to manually move the containers from their resting place to facilitate loading into the truck. This includes dumpsters for special events and peak operating times, such as "campus move in" and "campus move out".
6. The Contractor shall not substitute a front-end load container for a rear-load container, or vice-versa, when submitting his/her bid. Only after the successful bidder is selected will the University entertain substitutions. If the cost of providing the service is reduced as a result of the substitution, the Contractor shall be required to credit the University for the difference.
7. The Contractor shall inspect each waste container during the months of March, August, December, February, and May to ensure that they are in good condition. A written report shall be submitted to the UL Lafayette Grounds Manager, by the first day of the following month detailing the condition of each waste container and planned methods of upgrading container conditions. Failure to submit such report will result in the delay of the monthly service payment until such report is submitted.

VIII. OPERATIONAL CAPACITY

A. Fleet and Personnel Capacity

1. Contractor shall have sufficient fleet and personnel capacity to perform all empties, reloads, and disposal of all solid waste as called for in these specifications. During the five or six predetermined weeks utilized for reporting and for all football game operations, the Contractor is required to enter campus with no solid waste material in the body of the trucks, or drivers must determine their truck's net weight before arriving on campus so that accurate reporting can be determined.

2. Contractor shall have sufficient fleet and personnel capacity to perform all empties, reloads, and deliveries of all recycling as called for in these specifications. During the five or six predetermined weeks utilized for reporting and for all football game operations, the Contractor is required to enter campus with no recycled material in the body of the trucks, or drivers must determine their truck's net weight before arriving on campus so that accurate reporting can be determined.
3. Contractor shall have sufficient fleet and personnel capacity to perform all empties, reloads, and deliveries of all composting as called for in these specifications. During the five or six predetermined weeks utilized for reporting and for all football game operations, the Contractor is required to enter campus with no recycled material in the body of the trucks, or drivers must determine their truck's net weight before arriving on campus so that accurate reporting can be determined.
4. The University will monitor the service and results. The contract will be subject to cancellation if services are not satisfactory and not all of the specifications are being met. The University will allow 72 hours to resolve non-emergency issues and 12 hours for emergency issues. Damages in the amount of Three Hundred Dollars (\$300.00) per day will be assessed for every calendar day that issues remain unresolved beyond the timeline stated in these bid specifications.

IX. Partnership in Education and Awareness

A. Annual Support

1. The Contractor shall support University environmental education and awareness efforts by participating in special events such as Fete de la Terre, athletic event tailgating, and Campus Sustainability Month at a minimum value of \$10,000 per year.
2. A report to the Director of Sustainability of said participation and value will be due by June 30th of each year.
3. The Contractor will help organize at least one annual tour of the MRF utilized for recycling University recycled materials.
4. The Contractor will help organize one annual tour of the landfill utilized by the Contractor.
5. The Contractor will provide posters for the Residential Housing recycling and trash rooms that clearly explain recycling sorting.

IMPORTANT NOTES

The University will monitor the service and results of the contract. The contract will be subject to cancellation if services are not satisfactory.

The University reserves the right to award proposal on an individual item basis, a combination of items basis, or as a total package to one vendor, whichever is in the best interest of the University.

SITE VISIT

It is the responsibility of the prospective bidder to visit and examine jobsite, take measurements to his/her own satisfaction, and determine conditions under which work is to be performed and to obtain the UL representative's signature during that site visit. The University will not accept responsibility for conditions which careful examination of premises would have shown existed.

AUDITS

The University reserves the right to have representatives of the University and/or the State inspect the records maintained by the Contractor concerning the products and services described herein.

IMPORTANT NOTES: Quantities/dates listed in these specifications are approximate and are not guaranteed by the University. The University reserves the right to increase or reduce quantity as needed if in the best interest of the University.

The University reserves the right to monitor the service and results and to terminate the contract thirty (30) days after written notice if services are deemed unsatisfactory by the University.

BID PRICES ARE TO REMAIN FIRM THROUGH JUNE 30, 2025.

IMPORTANT NOTE: Please submit questions to BidQuestions@louisiana.edu prior to the close of business on June 13, 2024. If necessary, clarifications/responses to questions will be addressed via addendum.

PRICES QUOTED ARE TO REMAIN FIRM UNTIL ALL DELIVERABLES ARE MET UNDER THIS AGREEMENT.

INSURANCE REQUIREMENTS

(for contractors doing business with the University of Louisiana at Lafayette)

I. Purpose and Scope

The purpose of this document is to ensure that third parties doing business with the University are adequately insured for the risk and liability associated with the goods, services, and/or work they provide to the University. This document sets forth the insurance language to be included in the bid and/or contract specifications when hiring contractors, vendors, or service providers to provide goods, perform services, and/or perform work for the University (“Contractors”). This document also sets forth the insurance language that should be included in all University contracts with Contractors (“Contracts”). This document applies to all Contracts to which the University is a party, including the individual departments and units of the University.

II. General Insurance Requirements

Except as expressly provided below with regard to Reduced Limits for Special Circumstances, the following language shall be included in (1) all Contractor bid and contract specifications, and (2) all Contracts. Requests for other variations in this language must be reviewed by the University’s Risk Manager, who will make the final decision as to the language to be used. Please note that hazardous, unusual or exceptional activities, or a change in Contract indemnification provisions, may necessitate additional insurance; questions regarding the need for other coverage should be directed to the University’s Risk Manager.

Contractor shall purchase, at its own cost and expense, and maintain for the duration of the Contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees, or subcontractors. The insurance shall be obtained from a company or companies lawfully authorized to do business in the State of Louisiana with a A.M. Best's rating of A-VI or higher. Failure to comply with all terms of this section for the duration of the Contract places Contractor in breach of this Contract. Requests for any variation in this language will be reviewed by University’s Risk Manager, who will make the final decision.

A. Minimum Scope of Insurance and Limits

1. Workers Compensation

Contractor shall be in compliance at all times with the Louisiana Workers’ Compensation Law with respect to workers’ compensation insurance or proper certification of self-insured status.

2. Commercial General Liability

Contractor shall maintain Commercial General Liability insurance, including Personal and Advertising Injury Liability, which coverage shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

Additionally, if alcohol is served in the execution of this Contract, then Contractor shall maintain Liquor Liability coverage in the minimum amount of \$1,000,000 per occurrence.

Additionally, if valet parking is performed in the execution of this Contract, then Contractor shall maintain Garage Keepers Liability coverage in the minimum amount of \$1,000,000 per occurrence.

3. Automobile Liability (if a Motor Vehicle owned, hired, or rented by the contractor is used in the performance of this Contract)

Contractor shall maintain Automobile Liability Insurance, which coverage shall have a minimum combined single limit per occurrence of \$1,000,000. ISO form number CA 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily injury and property damage liability for owned, hired, and non-owned automobiles.

B. Other Insurance Provisions

Contractor shall either (i) require each subcontractor and vendor to procure and maintain all applicable insurance of the type and limits specified in this section, or (ii) include all subcontractors as insureds under its policies.

Any deductibles or self-insured retentions must be declared to and accepted by University. Contractor shall be responsible for all deductibles and self-insured retentions. Any insurance or self-insurance maintained by University shall be excess and non-contributory of Contractor’s insurance. Contractor’s coverage shall contain no special

limitations on the scope of protection afforded to University. Contractor's insurance shall be primary as respects University, The Board of Supervisors for the University of Louisiana System ("Board"), and all of their respective officers, agents, employees, and volunteers.

Except for workers' compensation coverage, University and Board, and all of their respective officers, agents, employees, and volunteers, shall be named as an additional insured as regards negligence by Contractor. ISO Form CG 20 10 (current form approved for use in Louisiana), or equivalent, is to be used when applicable.

Contractor shall provide to University Certificates of Insurance ("Certificates") evidencing the foregoing coverage in advance of Contractor's delivery of goods and/or performance of work or services, and in all events, prior to any payment by University to Contractor. In addition to Certificates, Contractor shall submit to University the declarations page and the cancellation provisions for each insurance policy. University reserves the right to request complete certified copies of all required insurance policies at any time.

Certificates and all notices regarding coverage shall be addressed to:
University of Louisiana at Lafayette
ATTN: Purchasing Department
P.O. Box 40197
Lafayette, LA 70504

Certificates of Insurance shall reflect that, to the fullest extent allowed by law, the insurer shall agree to waive all rights of subrogation against University, its officers, agents, employees, and volunteers for losses arising from work performed by the Contractor for University.

Coverage shall not be canceled, suspended, reduced, or voided by either Contractor or the insurer except after 30 days written notice has been given to University. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in Contractor's policy. Acceptance of goods or completed work by University, payment by University, failure of University to require proof of compliance, or University's acceptance of a non-compliant Certificate shall not release Contractor from its obligations under these insurance requirements. Failure of Contractor to purchase and/or maintain any required insurance shall not relieve Contractor from any liability or indemnification under the Contract.

III. Additional Insurance Requirements for Special Contracts

In addition to the foregoing insurance requirements, language specifying the following insurance requirements shall be included in: (1.) all bid and contract specifications for professional services and (2.) all Contracts for professional services, where applicable:

A. Professional Liability, Errors and Omissions, and Malpractice Insurance

If any of the following professionals provide services in the execution of the Contract, Contractor shall purchase and maintain Professional Liability Insurance, which coverage shall have minimum limits of \$1,000,000:

- Medical Professionals, such as physicians, nurses, dentists, and pharmacists;
- Architects and Engineers;
- Attorneys;
- Accountants and Professional Financial Advisors;
- Real Estate Brokers and Appraisers;
- Insurance Agents; and
- Consultants.

Claims-made coverage for Professional Liability Insurance is acceptable. The date of the inception of the policy must be no later than the first date of the anticipated work under this Contract. It shall provide coverage for the duration of this Contract and shall have an expiration date no earlier than 30 days after the anticipated completion of the Contract. The policy shall provide an extended reporting period of at least 24 months, with full reinstatement of limits, from the expiration date of the policy, if policy is not renewed.

B. Cyber Liability Insurance

For Contracts in which the Contractor shall be granted access to electronic data belonging to the University or others, including but not limited to corporate confidential information (CCI), personal financial information (PII), personal health

information (PHI), payment card information (PCI), and all personal student information (PSI) stored in electronic format, and for which there is a risk of electronic security breaches of this confidential data, including inadvertent release, hacking, viruses, improper destruction, etc., Cyber liability insurance, including first-party costs, shall be required with a minimum limit per occurrence of \$1,000,000. Claims-made coverage is acceptable. The date of the inception of the policy must be no later than the first date of the anticipated work under this Contract. It shall provide coverage for the duration of this Contract and shall have an expiration date no earlier than 30 days after the anticipated completion of the Contract. The policy shall provide an extended reporting period of not less than 36 months from the expiration date of the policy, if the policy is not renewed. The policy shall not be cancelled for any reason, except non-payment of premium.

IV. Reduced Limits for Special Circumstances

The scope of work for a bid or Contract may dictate that a reduction of insurance limits is necessary in order to facilitate competition and/or ensure the University's ability to hire qualified Contractors. Low risk activities which may justify a reduction in insurance limits include, but are not limited to:

- Services in which the owner/operator is the only Contractor employee;
- Services that do not involve the use of a motor vehicle;
- Services in which there is no use of hazardous or radioactive materials;
- Services in which there is no use of power machinery or tools;
- Services in which there is no use of high voltage equipment; and
- Services in which no work is actually performed on the University campus.

For these special circumstances, University's Director of Purchasing, at his/her discretion, may choose to reduce the insurance required of Contractor. If insurance requirements are so reduced, the reduction(s) must comply with the following guidelines:

A. Workers Compensation

University may waive workers' compensation insurance requirements for sole proprietors if they are the only person(s) employed by Contractor in performing the work or services specified in the Contract.

If coverage is so waived, the Contract must include language that Contractor agrees that such persons will have no cause of action against, and will not assert a claim against, University, the Board, and/or the State of Louisiana, whether pursuant to the workers' compensation law of Louisiana or any other state, or other similar state or federal law, under any circumstance.

The Contract must also include language that the parties agree that University, the Board, and the State of Louisiana, and all of their agents and employees, shall in no circumstance be, or considered as, the employer or statutory employer of Contractor, its owners, agents, or employees. The Contract must further include language that the parties agree that Contractor is a wholly independent contractor and is exclusively responsible for its own employees, owners, and agents, and that Contractor agrees to protect, defend, indemnify and hold University, the Board, and the State of Louisiana, and all of their agents and employees, harmless from any assertion or claim that may arise from the performance of this Contract.

B. Commercial General Liability

Commercial General Liability insurance, including Personal and Advertising Injury Liability, may be reduced to a minimum limit per occurrence of \$100,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

C. Automobile Liability

Automobile Liability Insurance requirements may be waived *only if* the scope of work does not involve the use of a motor vehicle.

Examples include but are not limited to:

1. Goods and/or services that will be delivered to University by a third party (not Contractor); and
2. Goods and/or services that will be delivered to University electronically.

D. Required Insurance Language

Notwithstanding any reduction or waiver made pursuant to this section, all bid/contract specifications and all Contracts must include the language set forth in the General Insurance Requirements section, above, subject to modification only for the specific reduction or waiver made.

END OF SECTION

SPECIAL HEALTH & SAFETY RELATED CONTRACT CLAUSES:

ADDITIONAL CONTRACTOR REQUIREMENTS AND LIMITATION OF LIABILITY

It is expressly understood and agreed by the parties that:

(a) CONTRACTOR shall not visit or utilize the facilities of University if CONTRACTOR (i) experiences symptoms of COVID-19, including, without limitation, fever, cough, or shortness of breath, or (ii) has a suspected or diagnosed/confirmed case of COVID-19, and CONTRACTOR shall notify University immediately if he or she believes that any of the foregoing access/use restrictions may apply;

(b) University has taken certain steps to implement recommended guidance and protocols issued by the Centers for Disease Control (“CDC”) and Louisiana Department of Health (“LDH”) for slowing the transmission of COVID-19, including, without limitation, the access/use restrictions, and distancing and sanitization requirements set forth herein, and that University may revise its procedures at any time based on updated recommended guidance and protocols issued by the CDC and LDH and CONTRACTOR agrees to comply with University’s current and revised procedures prior to utilizing the facilities of University;

(c) CONTRACTOR acknowledges and agrees that, due to the nature of the facilities and the services CONTRACTOR is providing to University, social distancing of six (6) feet per person may not always be possible and CONTRACTOR fully understands and appreciates both the known and potential dangers of utilizing the facilities of University and acknowledges that use thereof by CONTRACTOR may, despite University’s reasonable efforts to mitigate such dangers, result in exposure to COVID-19, which could result in quarantine requirements, serious illness, disability, and/or death; and

(d) while University has instituted measures to sanitize common areas, CONTRACTOR shall be responsible for the daily sanitization of his/her personal workspace prior to and immediately preceding CONTRACTOR’s use of the space. Under no circumstances shall University be liable to CONTRACTOR, or CONTRACTOR’s personal representatives, assigns, heirs, and next of kin for any loss or damage, or any claim or demands on account of any property damage or any injury to, or an illness or the death of, the CONTRACTOR (or any person who may contract COVID-19, directly or indirectly, from the CONTRACTOR) whether caused by the negligence, active or passive, of University or otherwise while CONTRACTOR is in, upon, of about the premises or any facilities or equipment therein of University.

FORCE MAJEURE

Notwithstanding anything to the contrary in this Agreement, neither party shall be liable to the other or be deemed to be in breach of this Agreement for any failure or delay in whole or partial performance under this Agreement when such failure or delay is caused in whole or in part by a “Force Majeure Event,” which shall be defined as any event beyond the control of a party, including, but not limited to: labor disputes, strike, riot, vandalism, sabotage, terrorist act, war (whether declared or undeclared), inclement weather, flood (whether naturally occurring or manmade), tidal surge or tsunami, landslide, earthquake, fire (whether naturally occurring or manmade), explosion, power shortage or outage, fuel shortage, embargo, congestion or service failure, epidemic, or government regulation, proclamation, order, or action; and in each case not involving the fault or negligence of a party. If any Force Majeure Event occurs affecting a party’s performance under this Agreement, the affected party will give written notice within five (5) days of the occurrence of the Force Majeure Event to the other party and will use commercially reasonable efforts to minimize the impact of the Force Majeure Event. In the event of a Force Majeure Event resulting in a total or partial performance or service failure by either party, the University, in its sole discretion, may immediately terminate this Agreement. To the extent that services have been rendered and deemed acceptable by University, the service fee and other fees and charges payable by University hereunder shall be paid to the Contractor on a pro-rata basis. For those services which the Contractor is unable to perform under this Agreement as a result of such Force Majeure Event, University shall suspend all related payments until such services are restored.

END OF SECTION

BID SHEET

I/WE PROPOSE TO FURNISH ALL LABOR, MATERIALS, EQUIPMENT, TRANSPORTATION, SUPERVISION, ETC. NECESSARY TO PROVIDE SOLID WASTE DISPOSAL AND RECYCLING SERVICES TO THE UNIVERSITY OF LOUISIANA AT LAFAYETTE, LAFAYETTE, LOUISIANA, BEGINNING UPON AWARD THROUGH JUNE 30, 2025 IN STRICT ACCORDANCE WITH THE CONDITIONS AND SPECIFICATIONS OF BID PROPOSAL FOR THE TOTAL SUM OF:

A. RECYCLING SERVICE ANNUAL BID PRICE: \$ _____

B. SOLID WASTE LANDFILL SERVICE ANNUAL BID PRICE: \$ _____

C. COMPOST SERVICE ANNUAL BID PRICE: \$ _____

GRAND (ANNUAL) TOTAL FOR ALL SERVICES/SITES: \$ _____

BID SUBMISSION CHECKLIST

_____ Certification statement w/original signature

_____ Bid prices provided on the bid sheet(s) provided

_____ Certificate of Insurance*

_____ LA Contractor's License Number: _____

_____ Bid Security

_____ DEQ Permit

_____ MRF Letter

BID SUBMISSION DEADLINE:

Bid submissions for this solicitation are **due on Thursday, June 20, 2024 at 2:00PM CST** – must be received electronically at ULLafayetteBids@louisiana.edu. There are no exceptions to this deadline.

BID OPENING:

The public bid opening will take place on **Thursday, June 05, 2024 at 4:00PM CST on Zoom**, which is available for viewing by registering at:

<https://ullafayette.zoom.us/meeting/register/tJEkceGoqDMqGNbNNJNEwqgzUTuNFr3y9DYD>

ZOOM MEETING ID: 959 6806 8022 PASSWORD: 25008

Opening of the bid packages begins at five (5) minutes past the hour to allow all who wish to attend to log in properly.

For further information about the bid or to view job/delivery site, prospective bidder is to email the Buyer of record at, BidQuestions@louisiana.edu.

NET 30 payment terms.

Grand total listed is to be inclusive of all fees necessary to complete assigned deliverables.

PAYMENT OF TAXES

The University of Louisiana at Lafayette is exempt from all Louisiana state and local sales and use taxes and will not pay taxes delineated on invoices for this or any other project.

ADDENDA ACKNOWLEDGEMENT(S)

BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA (if applicable):

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

FIRM NAME _____

SIGNED BY (signature) _____

SIGNED BY (printed) _____

***In lieu of a certificate of insurance the following information will be accepted review until bid is awarded.**

Policy number	Name(s) and address(es) and Agent(s)	Carrier(s)	Amount(s) of coverage	Type(s) of coverage	Effective date(s)

The actual certificate of insurance shall be due from the successful bidder within ten (10) days of request.

Bidder's comments: _____

By submitting your bid, you are acknowledging that you understand and agree that your company is capable of supplying the products and/or services in the timeline you have provided for the price(s) submitted in your bid.

The University of Louisiana at Lafayette reserves the right to reject any or all bids submitted.

CERTIFICATION STATEMENT

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the Invitation to Bid (ITB), including any attachments.

OFFICIAL CONTACT. The University requests that the Bidder designate one person to receive all documents and the method in which the documents are best delivered. Identify the Contact name and fill in the information below: (Print Clearly)

Date _____ Official Contact Name: _____

A. E-mail Address: _____

B. Telephone Number with area code: () _____

C. Facsimile Number with area code: () _____

Bidder certifies that the above information is true and grants permission to the University to contact the above named person or otherwise verify the information provided. By its submission of this Proposal and authorized signature below, Bidder certifies that:

1. The information contained in its response to this ITB is accurate;
2. Bidder complies with each of the mandatory requirements listed in the ITB and will meet or exceed the requirements specified therein;
3. Bidder agrees to provide all tasks, services, and deliverables listed in Scope of Services for the total cost stated on Bid Form;
4. Bidder accepts the procedures, evaluation criteria, mandatory contract terms, and all other administrative requirements set forth in this ITB.
5. Bidder confirms that its bid will be considered valid until award is made.
6. In making this bid, each Bidder represents that: They have read and understand the bid documents and the bid is made in accordance herewith, and the bid is based upon the specifications described in the bid documents without exception.
7. Bidder certifies, by signing and submitting a proposal for \$25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. (A list of parties who have been suspended or debarred can be viewed via the internet at www.epls.gov .)

Professional Job Title: _____

Official Company Name: _____

Federal Identification Number: _____

Street Address: _____

City: _____ State: _____ Zip: _____

SIGNATURE of Bidder's Authorized Representative: _____
(Signature MUST be HAND SIGNED and should be in Blue ink)

Date: _____

HANDCART LABELING

RECYCLING HANDCARTS, STANDARD - REQUIRED LABELING

Etched word label,
“RECYCLING ONLY”, on
top and both sides

Grade sheet sticker on lid with approved
materials and non-accepted materials,
design and content must be University
approved.

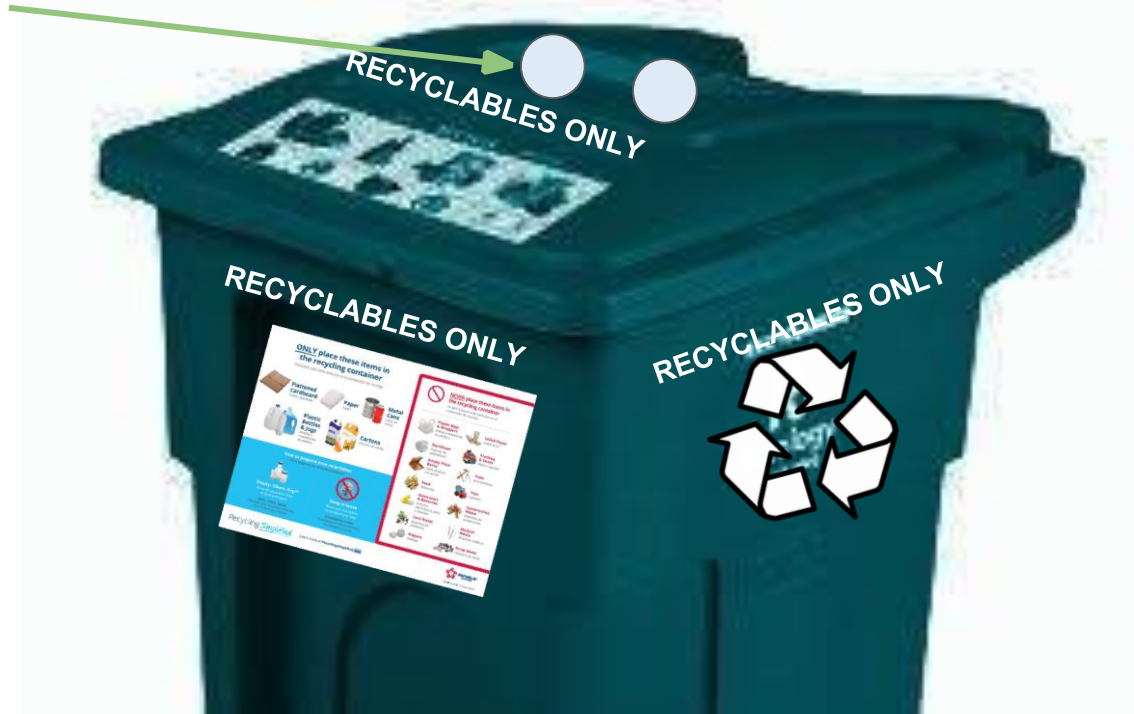
Grade sheet sticker on
front with approved
materials and
non-accepted materials,
design and content must
be University approved.

Etched chasing
arrows symbol on
both sides of bin



RECYCLING HANDCARTS, TAILGATING – REQUIRED LABELING

All elements same as grade sheet-on-front option with addition of two circular holes cut in the top of lid to accommodate cans and bottles.



LANDFILL HANDCARTS – REQUIRED LABELING

Lid and front labeled as “Landfill”. Etched words or sticker label acceptable, but must be University approved.



DUMPSTERS

RECYCLING DUMPSTERS

Bin:

- 2, 4, 6, and 8 yard
- Green in color
- Lids made with minimum 10% post-consumer recycled material
- Paper/co-mingle chute lid for recycling

Labeling:

- “Recycling Only” words (in English and Spanish) and chasing arrows symbol on all four sides
- List or photos with captions of approved materials and non-accepted materials, design and content must be University approved, consistent with hand carts



LANDFILL DUMPSTERS

Bin:

- 2, 4, 6, and 8 yard
- Consistent in color
- Lids made with minimum 10% post-consumer recycled material
- Flat lid

Labeling:

- Large “LANDFILL ONLY” words on all sides (in English and Spanish)
- Large “NO pallets” label



ROLL OFFS

RECYCLING ROLL OFFS

Bin:

- 20, 30, and 40 yard
- Green in color
- Cover or closure to discourage dumping

Labeling:

- “Recycling Only” words (in English and Spanish) and chasing arrows symbol on **all four sides**
- List or photos with captions of approved materials and non-accepted materials, design and content must be University approved, consistent with hand carts



LANDFILL ROLL OFFS

Bin:

- 20, 30, and 40 yard
- Consistent in color

Labeling:

- Large “LANDFILL ONLY” words on all sides (in English and Spanish)



COMPOST ROLL OFFS

Bin:

- 30 yard
- Consistent in color
- Locking top

Labeling:

- Large “Compost” & smaller “Food Waste Only” on all four sides



Option for Cajun Field/Russo Park and Union

- Cardboard slot
- Aluminum slot
- Mixed recycling slot



CAMPUS SIGNAGE

CAMPUS SIGNAGE (PROVIDED BY CONTRACTOR)

- Minimum of 2 grade sheet wall posters for each residence hall trash room.
 - 23 trash rooms = 46 total posters minimum
- Grade sheet labels for the sides of every residence hall room and desk side recycling bin purchased moving forward.
 - 3000 student residents
 - XXX new desk side bins deployed each year

Example Wall Poster



Example small bin sticker



25008 - COMPLETE WASTE DISPOSAL/RECYCLING SCHEDULE

NOTE: EXCEL VERSION IS AVAILABLE UPON REQUEST AT BIDQUESTIONS@LOUISIANA.EDU

Exhibit A1: Front Load Dumpster Service Schedule

SITE/LOCATION		RECYCLING SERVICE			SOLID WASTE LANDFILL SERVICE			COMPOST SERVICE		
		QTY	Dumpster Size	Frequency of Service/Week	QTY	Dumpster Size	Frequency of Service/Week	QTY	Dumpster Size	Frequency of Service/Week
A1:1	Abdalla Hall	1	8	1	1	8	3		-	
A1:2	Acadiana One	1	96 gal	1	1	96 gal	1			
A1:3	Alumni Center	1	8	2	1	6	1		-	
A1:4	ALETA	1	2	1	1	2	1		-	
A1:5	ARL Acadiana Research Lab	1	2	1	1	4	1		-	
A1:6	Art Museum	Hand carts			1	4	2		-	
A1:7	Bourgeois Hall	1	6	2	1	8	2		-	
A1:8	Cajun Village Apartments	1	6	5	2	6	5		-	
A1:9	Conference Center	1	8	3	1	8	6	1	4	TBD
A1:10	Conference Center Dock		-		1	8	6		-	
A1:11	Day Care Center	Handcarts			1	4	3			
A1:12	Dupre Library	1	8	3	1	8	5		-	
A1:13	EK Long Gym	1	6	2	1	6	2		-	
A1:14	Continuing Education Building	1	4	3	1	2	1		-	
A1:15	Ecology Center	1	4	3	1	8	1		-	
A1:16	Fletcher Hall	1	6	1	1	6	1		-	
A1:17	Foundation Building	1	6	1	1	2	1		-	
A1:18	Hamilton	1	8	3	1	6	3		-	
A1:19	Horticulture Center	1	4	2	1	4	2		-	
A1:20	Legacy Park Front	-			2	6	3		-	
A1:21	Legacy Park rear	3	6	3	5	8	3		-	
A1:22	Legacy Village Foods	1	4	2	1	8	6	1	4	TBD
A1:23	Lourdes (Moncus, HSC)	1	8	2	1	8	2			
A1:24	Lourdes (Moncus, HSC)	34 Yard Compactor								
A1:25	Madison Hall	2	2	3	2	2	5		-	
A1:26	Facility Shop on Cherry St. (NEW)	1	8	1	-				-	
A1:27	Maxim Doucet Hall	1	6	3	1	8	3		-	
A1:28	Heritage Apartments (NEW)	3	8	3	3	8	5		-	
A1:29	Parker Hall	1	8	3	1	8	3		-	
A1:30	Presidents Resident	Handcarts			1	2	2		-	

25008 - COMPLETE WASTE DISPOSAL/RECYCLING SCHEDULE

NOTE: EXCEL VERSION IS AVAILABLE UPON REQUEST AT BIDQUESTIONS@LOUISIANA.EDU

A1:31	Rougeou Hall	1	6	3	1	8	3	-		
A1:32	Stephens Hall	1	8	3	1	8	3	-		
A1:33	NOAA	1	4	1	1	8	2			
A1:34	Student Union	30 Yard Compactor			2	8	6	1	6	TBD

Exhibit A1: Front Load Dumpster Service Schedule (continued)

SITE/LOCATION	RECYCLING SERVICE			SOLID WASTE LANDFILL SERVICE			COMPOST SERVICE		
	QTY	Dumpster Size	Frequency of Service/Week	QTY	Dumpster Size	Frequency of Service/Week	QTY	Dumpster Size	Frequency of Service/Week
A1:35	Vegetable Farm	1	2	1	1	2	1	-	
A1:36	Wharton Hall	1	6	1	1	6	6	-	
A1:37	Whittington House	1	2	2	1	2	2	-	
A1:38	Evidence Storage	Handcarts			1	4	2	-	
A1:39	Cade Research Farm	1	2	1	1	4	1	-	
A1:40	Picard Center	1	8	2	1	6	1	-	
A1:41	CEET	1	4	0.5	1	4	1	-	
A1:42	Bookstore	1	6	3	Handcarts			-	
A1:43	Maison Acadienne Francias	1	4	2	1	4	2	-	
A1:44	Athletic Performance Complex	1	8	3	1	8	3	-	
A1:45	CGI Building	1	8	1				-	
A1:46	Lite Building	1	6	3	1	8	3	-	
A1:47	Marine Survival		-		1	2	1	-	
A1:48	Stokes Hall		-		1	2	2	-	
A1:49	Cajun Field Maintenance Building	1	4	1	-			-	
A1:50	New Iberia Research Center	2	8	2	2	8	1	-	
A1:51	New Iberia Research Center	4	4	2				-	

Exhibit A2: Handcarts

SITE/LOCATION	RECYCLING SERVICE			SOLID WASTE LANDFILL SERVICE			COMPOST SERVICE		
	QTY	Handcart Size	Frequency of Service	QTY	Hancart Size	Frequency of Service	QTY	Handcart Size	Frequency of Service
A2:1	Huger Hall	10	95 gal	As needed	20	95 gal	As Needed	-	
A2:2	Baker Hall	10	95 gal	As needed	20	95 gal	As Needed	-	

25008 - COMPLETE WASTE DISPOSAL/RECYCLING SCHEDULE

NOTE: EXCEL VERSION IS AVAILABLE UPON REQUEST AT BIDQUESTIONS@LOUISIANA.EDU

A2:3	Bonin Hall	15	95 gal	As needed	15	95 gal	As Needed		-	
A2:4	Coronna Hall	15	95 gal	As needed	15	95 gal	As Needed		-	
A2:5	Harris Hall	12	95 gal	As needed	6	95 gal	As Needed		-	
A2:6	Agnes Edwards Hall	10	95 gal	As needed	-	-	-		-	
A2:7	President's House	2	95 gal	As needed	-	-	-		-	

Exhibit A2: Handcarts (continued)

SITE/LOCATION		RECYCLING SERVICE			SOLID WASTE LANDFILL SERVICE			COMPOST SERVICE		
		QTY	Handcart Size	Frequency of Service	QTY	Hancart Size	Frequency of Service	QTY	Handcart Size	Frequency of Service
A2:8	Bookstore	-	-	-	7	95 gal	As Needed		-	
A2:9	Conference Center Dock	6	95 gal	As needed	-	-	-		-	
A2:10	Art Museum	4	95 gal	As needed	-	-	-		-	
A2:11	Bittle Hall	4	95 gal	As needed	4	95 gal	As Needed		-	
A2:12	Angelle Hall	8	95 gal	As needed	8	95 gal	As Needed		-	
A2:13	Athletics Complex (Year Round)	100	95 gal	As needed	200	95 gal	As Needed		-	
A2:14	Football Season Tailgating	500	65 gal	6 days/year	500	65 gal	6 days/year		-	

Exhibit A3: Roll Off Service Schedule

SITE/LOCATION		RECYCLING SERVICE			SOLID WASTE LANDFILL SERVICE			COMPOST SERVICE		
		QTY	Dumpster Size	Frequency of Service	QTY	Dumpster Size	Frequency of Service/Week	QTY	Dumpster Size	Frequency of Service/Week
A3:1	Football Season	1	30 yard	6 days/year	1	30 yd	6 days/year	1	20 yard	6 days/year
A3:2	Facility Shop on Cherry St. (NEW)	-	-	-	1	30 yd	As needed	-	-	-
A3:3	Cajun Field Maintenance Building	-	-	-	1	30 yd	As needed			
A3:4	Events during the year				30	30yd	As needed			
A3:5	small roll offs for events				5	20yd	As needed			
A3:6	large roll offs during the year				5	40 yd	As needed			
A3:7	New Iberia Research Center	2	30 yard	As needed						

For reference only.

2018/2019 Historical data available for review upon request.

END OF SECTION

RECYCLING SERVICE - BID PRICE SHEET

Exhibit A1: Front Load Dumpster Service Schedule

SITE/LOCATION		RECYCLING SERVICE			Monthly Bid Price	Annual Bid Price (Monthly X 12)
		QTY	Dumpster Size	Frequency of Service/Week		
SMP	SAMPLE LOCATION	1	8	3	\$ 15.00	\$ 180.00
A1:1	Abdalla Hall	1	8	1		
A1:2	Acadiana One	1	96 gal	1		
A1:3	Alumni Center	1	8	2		
A1:4	ALETA	1	2	1		
A1:5	ARL Acadiana Research Lab	1	2	1		
A1:6	Art Museum	Hand carts				See Exhibit A2: Handcarts
A1:7	Bourgeois Hall	1	6	2		
A1:8	Cajun Village Apartments	1	6	5		
A1:9	Conference Center	1	8	3		
A1:10	Conference Center Dock		-			
A1:11	Day Care Center	Handcarts				See Exhibit A2: Handcarts
A1:12	Dupre Library	1	8	3		
A1:13	EK Long Gym	1	6	2		
A1:14	Continuing Education Building	1	4	3		
A1:15	Ecology Center	1	4	3		
A1:16	Fletcher Hall	1	6	1		
A1:17	Foundation Building	1	6	1		
A1:18	Hamilton	1	8	3		
A1:19	Horticulture Center	1	4	2		
A1:20	Legacy Park Front	-				
A1:21	Legacy Park rear	3	6	3		
A1:22	Legacy Village Foods	1	4	2		
A1:23	Lourdes (Moncus, HSC)	1	8	2		
A1:24	Lourdes (Moncus, HSC)	34 Yard Compactor				
A1:25	Madison Hall	2	2	3		
A1:26	Facility Shop on Cherry St.	1	8	1		
A1:27	Maxim Doucet Hall	1	6	3		
A1:28	Heritage Apartments	3	8	3		
A1:29	Parker Hall	1	8	3		
A1:30	Presidents Resident	Handcarts				See Exhibit A2: Handcarts
A1:31	Rougeou Hall	1	6	3		
A1:32	Stephens Hall	1	8	3		
A1:33	Student Union	30 Yard Compactor*				Haul & process price
A1:34	NOAA	1	4	1		
A1:34	Vegetable Farm	1	2	1		
A1:35	Wharton Hall	1	6	1		
A1:33	Whittington House	1	2	2		
A1:34	Evidence Storage	Handcarts				See Exhibit A2: Handcarts
A1:35	Cade Research Farm	1	2	1		
A1:36	Picard Center	1	8	2		
A1:37	CEET	1	4	0.5		

RECYCLING SERVICE - BID PRICE SHEET

A1:38	Bookstore	1	6	3		
A1:39	Maison Acadienne Francias	1	4	2		
A1:40	Athletic Performance Complex	1	8	3		
A1:41	CGI Building	1	8	1		

Exhibit A1: Front Load Dumpster Service Schedule (continued)

SITE/LOCATION		RECYCLING SERVICE			Monthly Bid Price	Annual Bid Price (Monthly X 12)
		QTY	Dumpster Size	Frequency of Service/Week		
A1:42	Lite Building	1	6	3		
A1:43	Marine Survival		-			
A1:44	Stokes Hall		-			
A1:45	Cajun Field Maintenance Building	1	4	1		
A1:46	New Iberia Research Center	2	8	2		
A1:47	New Iberia Research Center	4	4	2		

Exhibit A2: Handcarts**

SITE/LOCATION		RECYCLING SERVICE			Monthly Bid Price	Annual Bid Price (Monthly X 12)
		QTY	Handcart Size	Frequency of Service		
A2:1	Huger Hall	10	95 gal	As needed		
A2:2	Baker Hall	10	95 gal	As needed		
A2:3	Bonin Hall	15	95 gal	As needed		
A2:4	Coronna Hall	15	95 gal	As needed		
A2:5	Harris Hall	12	95 gal	As needed		
A2:6	Agnes Edwards Hall	10	95 gal	As needed		
A2:7	President's House	2	95 gal	As needed		
A2:8	Bookstore	-	-	-		
A2:9	Conference Center Dock	6	95 gal	As needed		
A2:10	Art Museum	4	95 gal	As needed		
A2:11	Bittle Hall	4	95 gal	As needed		
A2:12	Angelle Hall	8	95 gal	As needed		
A2:13	Athletics Complex (Year Round)	100	95 gal	As needed		
A2:14	Football Season Tailgating	500	65 gal	6 days/year		

Exhibit A3: Roll Off Service Schedule

SITE/LOCATION		RECYCLING SERVICE			Monthly Bid Price	Annual Bid Price (Monthly X 12)
		QTY	Dumpster Size	Frequency of Service		
A3:1	Football Season	1	30 yard	6 days/year		
A3:2	Facility Shop on Cherry St.	-	-	-		
A3:3	Cajun Field Maintenance Building	-	-	-		
A3:4	Events during the year					
A3:5	small roll offs for events					
A3:6	large roll offs during the year					
A3:7	New Iberia Research Center	2	30 yard	As needed		

* Haul and process price including disposal and rental of dumpster.

RECYCLING SERVICE - BID PRICE SHEET

**2018/2019 Historical data available for review upon request.

ANNUAL TOTAL FOR RECYCLING \$ _____

Turn in with bid submission.

SOLID WASTE LANDFILL SERVICE - BID PRICE SHEET

Exhibit A1: Front Load Dumpster Service Schedule

SITE/LOCATION		SOLID WASTE LANDFILL SERVICE			Monthly Bid Price	Annual Bid Price (Monthly x 12)
		QTY	Dumpster Size	Frequency of Service/Week		
SMP	SAMPLE LOCATION	1	8	3	\$ 10.00	\$ 120.00
A1:1	Abdalla Hall	1	8	3		
A1:2	Acadiana One	1	96 gal	1		
A1:3	Alumni Center	1	6	1		
A1:4	ALETA	1	2	1		
A1:5	ARL Acadiana Research Lab	1	4	1		
A1:6	Art Museum	1	4	2		
A1:7	Bourgeois Hall	1	8	2		
A1:8	Cajun Village Apartments	2	6	5		
A1:9	Conference Center	1	8	6		
A1:10	Conference Center Dock	1	8	6		
A1:11	Day Care Center	1	4	3		
A1:12	Dupre Library	1	8	5		
A1:13	EK Long Gym	1	6	2		
A1:14	Continuing Education Building	1	2	1		
A1:15	Ecology Center	1	8	1		
A1:16	Fletcher Hall	1	6	1		
A1:17	Foundation Building	1	2	1		
A1:18	Hamilton	1	6	3		
A1:19	Horticulture Center	1	4	2		
A1:20	Legacy Park Front	2	6	3		
A1:21	Legacy Park rear	5	8	3		
A1:22	Legacy Village Foods	1	8	6		
A1:23	Lourdes (Moncus, HSC)	1	8	2		
A1:24	Lourdes (Moncus, HSC)					
A1:25	Madison Hall	2	2	5		
A1:26	Facility Shop on Cherry St. (NEW)			-		
A1:27	Maxim Doucet Hall	1	8	3		
A1:28	Heritage Apartments (NEW)	3	8	5		
A1:29	Parker Hall	1	8	3		
A1:30	Presidents Resident	1	2	2		
A1:31	Rougeou Hall	1	8	3		
A1:32	Stephens Hall	1	8	3		
A1:33	NOAA	1	8	2		
A1:34	Student Union	2	8	6		
A1:35	Vegetable Farm	1	2	1		
A1:36	Wharton Hall	1	6	6		
A1:37	Whittington House	1	2	2		
A1:38	Evidence Storage	1	4	2		
A1:39	Cade Research Farm	1	4	1		
A1:40	Picard Center	1	6	1		

SOLID WASTE LANDFILL SERVICE - BID PRICE SHEET

A1:41	CEET	1	4	1		
A1:42	Bookstore	Handcarts				
A1:43	Maison Acadienne Francias	1	4	2		
A1:44	Athletic Performance Complex	1	8	3		
A1:45	CGI Building					

Exhibit A1: Front Load Dumpster Service Schedule (continued)

SITE/LOCATION		SOLID WASTE LANDFILL SERVICE			Monthly Bid Price	Annual Bid Price (Monthly x 12)
		QTY	Dumpster Size	Frequency of Service/Week		
A1:46	Lite Building	1	8	3		
A1:47	Marine Survival	1	2	1		
A1:48	Stokes Hall	1	2	2		
A1:49	Cajun Field Maintenance Building	-				
A1:50	New Iberia Research Center	2	8	1		
A1:51	New Iberia Research Center					

Exhibit A2: Handcarts**

SITE/LOCATION		SOLID WASTE LANDFILL SERVICE			Monthly Bid Price	Annual Bid Price (Monthly x 12)
		QTY	Hancart Size	Frequency of Service		
A2:1	Huger Hall	20	95 gal	As Needed		
A2:2	Baker Hall	20	95 gal	As Needed		
A2:3	Bonin Hall	15	95 gal	As Needed		
A2:4	Coronna Hall	15	95 gal	As Needed		
A2:5	Harris Hall	6	95 gal	As Needed		
A2:6	Agnes Edwards Hall	-	-	-		
A2:7	President's House	-	-	-		
A2:8	Bookstore	7	95 gal	As Needed		
A2:9	Conference Center Dock	-	-	-		
A2:10	Art Museum	-	-	-		
A2:11	Bittle Hall	4	95 gal	As Needed		
A2:12	Angelle Hall	8	95 gal	As Needed		
A2:13	Athletics Complex (Year Round)	200	95 gal	As Needed		
A2:14	Football Season Tailgating	500	65 gal	6 days/year		

Exhibit A3: Roll Off Service Schedule

SITE/LOCATION		SOLID WASTE LANDFILL SERVICE			Monthly Bid Price	Annual Bid Price (Monthly x 12)
		QTY	Dumpster Size	Frequency of Service/Week		
A3:1	Football Season	1	30 yd	6 days/year		
A3:2	Facility Shop on Cherry St. (NEW)	1	30 yd	As needed		
A3:3	Cajun Field Maintenance Building	1	30 yd	As needed		
A3:4	Events during the year	30	30yd	As needed		
A3:5	small roll offs for events	5	20yd	As needed		
A3:6	large roll offs during the year	5	40 yd	As needed		
A3:7	New Iberia Research Center					

SOLID WASTE LANDFILL SERVICE - BID PRICE SHEET

**2018/2019 Historical data available for review upon request.
Turn in with bid submission.

ANNUAL TOTAL FOR SOLID WASTE LANDFILL SERVICE \$

COMPOST SERVICE - BID PRICE SHEET

Exhibit A1: Front Load Dumpster Service Schedule

SITE/LOCATION		COMPOST SERVICE			PRICE PER OCCURRENCE	PRICE PER YEAR OCCURRENCE x FREQUENCY
		QTY	Dumpster Size	Frequency of Service/Week		
SMP	SAMPLE LOCATION	1	4	TBD*	\$ 10.00	\$ 60.00
A1:1	Abdalla Hall		-			
A1:2	Acadiana One		-			
A1:3	Alumni Center		-			
A1:4	ALETA		-			
A1:5	ARL Acadiana Research Lab		-			
A1:6	Art Museum		-			
A1:7	Bourgeois Hall		-			
A1:8	Cajun Village Apartments		-			
A1:9	Conference Center	1	4	TBD		
A1:10	Conference Center Dock		-			
A1:11	Day Care Center		-			
A1:12	Dupre Library		-			
A1:13	EK Long Gym		-			
A1:14	Continuing Education Building		-			
A1:15	Ecology Center		-			
A1:16	Fletcher Hall		-			
A1:17	Foundation Building		-			
A1:18	Hamilton		-			
A1:19	Horticulture Center		-			
A1:20	Legacy Park Front		-			
A1:21	Legacy Park rear		-			
A1:22	Legacy Village Foods	1	4	TBD		
A1:23	Lourdes (Moncus, HSC)		-			
A1:24	Lourdes (Moncus, HSC)		-			
A1:25	Madison Hall		-			
A1:26	Facility Shop on Cherry St. (NEW)		-			
A1:27	Maxim Doucet Hall		-			
A1:28	Heritage Apartments (NEW)		-			
A1:29	Parker Hall		-			
A1:30	Presidents Resident		-			
A1:31	Rougeou Hall		-			
A1:32	Stephens Hall		-			
A1:33	NOAA		-			
A1:34	Student Union	1	6	TBD		
A1:35	Vegetable Farm		-			
A1:36	Wharton Hall		-			
A1:37	Whittington House		-			
A1:38	Evidence Storage		-			
A1:39	Cade Research Farm		-			

COMPOST SERVICE - BID PRICE SHEET

A1:40	Picard Center		-		
A1:41	CEET		-		
A1:42	Bookstore		-		
A1:43	Maison Acadienne Francias		-		
A1:44	Athletic Performance Complex		-		
A1:45	CGI Building		-		

Exhibit A1: Front Load Dumpster Service Schedule (continued)

SITE/LOCATION		COMPOST SERVICE			PRICE PER OCCURRENCE	PRICE PER YEAR OCCURRENCE x FREQUENCY
		QTY	Dumpster Size	Frequency of Service/Week		
A1:46	Lite Building		-			
A1:47	Marine Survival		-			
A1:48	Stokes Hall		-			
A1:49	Cajun Field Maintenance Building		-			
A1:50	New Iberia Research Center		-			
A1:51	New Iberia Research Center		-			

Exhibit A2: Handcarts

SITE/LOCATION		COMPOST SERVICE			Monthly Bid Price	Annual Bid Price (Monthly x 12)
		QTY	Handcart Size	Frequency of Service		
A2:1	Huger Hall		-			
A2:2	Baker Hall		-			
A2:3	Bonin Hall		-			
A2:4	Coronna Hall		-			
A2:5	Harris Hall		-			
A2:6	Agnes Edwards Hall		-			
A2:7	President's House		-			
A2:8	Bookstore		-			
A2:9	Conference Center Dock		-			
A2:10	Art Museum		-			
A2:11	Bittle Hall		-			
A2:12	Angelle Hall		-			
A2:13	Athletics Complex (Year Round)		-			
A2:14	Football Season Tailgating		-			

Exhibit A3: Roll Off Service Schedule

SITE/LOCATION		COMPOST SERVICE			PRICE PER OCCURRENCE	PRICE PER YEAR OCCURRENCE x FREQUENCY
		QTY	Dumpster Size	Frequency of Service/Week		
A3:1	Football Season	1	20 yard	6 days/year		
A3:2	Facility Shop on Cherry St. (NEW)	-	-	-		
A3:3	Cajun Field Maintenance Building					
A3:4	Events during the year					
A3:5	small roll offs for events					
A3:6	large roll offs during the year					
A3:7	New Iberia Research Center					

COMPOST SERVICE - BID PRICE SHEET

**2018/2019 Historical data available for review upon request.

*TBD - Assume 6 x per year.

Turn in with bid submission.

ANNUAL TOTAL FOR COMPOST SERVICE \$ _____