



**STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT**

NOTIFICATION OF STATEWIDE CONTRACT

October 26, 2010

CONTRACT TITLE: Trash Collection Services – JC State Agencies

CURRENT CONTRACT PERIOD: December 1, 2009 through October 31, 2010

BUYER INFORMATION: Leslie Kemna
(573) 751-4887
leslie.kemna@oa.mo.gov

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	December 1, 2007 thru November 30, 2008	October 31, 2010

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **NOT MANDATORY**.

This contract has been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in this contract from an alternative source at the discretion of the agency.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C308052001	8608977190 0	Allied Waste Services 722 Dix Road Jefferson City MO 65102-1007 (573) 634-4276 x 109 (573) 632-4253 E-Mail: rick.graham@awin.com	No	No

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
12/01/09 – 10/31/10	10/26/10	Contract C308052001 was terminated effective 10/31/10. Please reference contract C310042001 for Trash Collection Services – Jefferson City State Agencies. Changed the Buyer Information on page one from Rebecca Brinkley to Leslie Kemna.
12/01/09 – 11/30/10	11/09/09	Renewal
12/01/08 – 11/30/09	09/09/08	Renewal
12/01/07 – 11/30/08	11/16/07	Initial issuance of new statewide contract

CONTRACTUAL REQUIREMENTS

1.1 General Requirements:

- 1.1.1 The contractor shall provide trash collection services for various state agencies located throughout the Jefferson City, Missouri area in accordance with the following provisions and requirements in a manner satisfactory to and acceptable by the Division of Facilities Management, Design and Construction and each using state agency.
- a. A list of state agency offices which may request trash collection services is specified on Attachment #1. Office locations, estimated weekly cubic yardage, and frequency of pick-ups are indicated on the attachment.
 - b. A using state agency shall identify the size, type, the number of trash containers, the duration of use and the pick-up schedule required upon request of the trash collection services.
- 1.1.2 The contractor shall provide the services on an as needed, if needed basis. The State of Missouri does not guarantee any usage of the contract whatsoever. The contractor shall agree and understand that the contract shall be construed as a preferred use contract but shall not be construed as an exclusive arrangement. Preferred use means that any state agency needing the services should use the established contract unless it is determined to be in the best interest of the State of Missouri for a state agency at its own discretion, to obtain alternate services elsewhere.
- 1.1.3 For purposes of the contract, “washing” shall be defined as hosing down a container, an operation which must be done off site.
- 1.1.4 The State of Missouri cannot guarantee a minimum or maximum amount of services which may be required.

1.2 Specific Performance Requirements:

- 1.2.1 Trash Compactors/Containers: - The contractor shall retain ownership of the trash compactor/containers provided and shall keep the trash compactor/containers in good mechanical and safe working condition.
- a. The contractor shall agree and understand that the State of Missouri shall not be responsible for any liability incurred by the contractor or the contractor's employees arising out of the possession, use, maintenance, delivery, return, and/or collection from the trash compactor/containers provided by the contractor.
 - b. The contractor shall provide trash compactors/containers on a rental basis per compactor/container, per day, per week and/or per month as requested by each individual using state agency.
 - c. At all times, the contractor shall assist the state agency in its effort to minimize the visual obtrusiveness of the trash compactor/containers and surrounding area.
 - 1) The contractor shall maintain a fifteen (15) foot perimeter around the trash compactor/containers, keeping the area clean and free of trash.
 - 2) The contractor shall maximize sanitary conditions by deodorizing and disinfecting the trash compactor/containers after each collection, either on site or by actual replacement at no additional charge to the State of Missouri. The state agency shall inspect the trash compactor/containers to monitor compliance with this requirement.
 - d. The contractor shall provide and place the trash compactors/containers at locations as specified on Attachment #1 with the exception of the following state agencies/buildings where all trash containers will be provided by the state agencies:
 - 1) Truman Building – 301 West High Street
 - 2) Capitol Building – 201 West Capitol
 - 3) Jefferson Building – 205 Jefferson Street
 - 4) Broadway Building – 221 West High Street
 - 5) Division of Employment Security – 421 East Dunklin
 - 6) State Information Center – 600 West Main
 - 7) Dept of Transportation Building - 106 W. Capital
- 1.2.2 Scheduled Trash Collection: The contractor shall provide trash collection services on days and at times mutually agreed upon by the contractor and each individual using state agency.
- a. The contractor shall provide trash collection services for five (5) pick-ups per week, on Monday through Friday or Tuesday through Saturday at the request of each individual using state agency.
 - b. The contractor shall provide trash collection services according to the special requirements for the following state agencies:
 - 1) Truman Building: 43-cubic-yard capacity model RJ-43 OC and a 20-cubic-yard capacity model RJ-95 SC - (used for garbage) - must be washed, deodorized, and disinfected monthly at no additional charge.
 - In the event that the 43-cubic-yard compactor breaks down, the contractor shall provide a 30-cubic yard open top container.
 - 2) Capitol Building: The contractor shall not back trash trucks into the basement entrance of the Capitol Building and shall not perform trash collection services prior to 6:30 a.m. daily. A forklift or other trash receptacle lift type equipment shall be provided at the State Capitol Building.

- 3) State Information Center: The 20-cubic-yard compactor container must be washed, deodorized, and disinfected monthly at no additional charge.
- 1.2.3 **Unscheduled Trash Collection**: In addition to the scheduled trash collection service as identified above, the contractor shall provide unscheduled trash collection services by collecting the trash from the trash compactor/container no later than twenty-four (24) hours after being notified by the state agency of the need to empty and collect the trash from the trash compactor/container.
 - a. The state agency makes no guarantee of a minimum or maximum amount of unscheduled trash collections that may be required; however, the contractor shall provide trash collection services on an as needed basis from the Truman Building and from the State Information Center.
 - 1.2.4 The contractor shall collect all types of trash from the trash compactor/container with the exception of hazardous waste and any other items that are prohibited by law from being disposed of in landfills.
 - a. The contractor must immediately notify the state agency in the event that hazardous waste or items prohibited by law from being disposed of in landfills are found in the trash compactor/container.
 - 1.2.5 **Disposal**: The contractor must dispose of all collected trash in a manner consistent with all applicable rules, regulations, etc., promulgated by the Missouri Department of Natural Resources and Missouri Department of Health and Senior Services. For disposal outside the State of Missouri, the contractor must dispose of all trash in a manner consistent with the rules and regulations of the appropriate regulatory agencies in those states.
 - a. If trash is to be disposed of outside of the State of Missouri, the contractor must either: (1) process the trash through a Transfer Station regulated by the Missouri Department of Natural Resources, or (2) dispose of the trash at a government regulated and approved facility.
 - b. The contractor shall be responsible for all permits, fees, and expenses related to the disposal of trash.
 - 1.2.6 By no later than fifteen (15) calendar days after notification of award of the contract and prior to any performance of service pursuant to the contract, the contractor must submit the following to the state agency:
 - a. The name of the owner/operator, the address, and the solid waste permit number for each solid waste processing facility and solid waste disposal area which will be used for the purpose of processing or disposing of any trash collected from the state agency.
 - b. A list of all employees and the social security numbers for each such employee who will be providing trash collection services at the state agency. In addition, the contractor must obtain prior written approval from the state agency for any additions or changes made to the list at any time during the contract. The state agency reserves the right to accept or reject any of the contractor's employee(s) assigned to the contract to provide trash collection services.

1.3 Reporting Requirements:

- 1.3.1 Quarterly Status Report: The contractor must submit a written quarterly status report in MS Excel format to the Division of Purchasing and Material Management, identifying the agencies currently receiving services under the contract.
 - a. The report must include the following for each using state agency: a) the state agency name, b) street address, c) number and size of trash containers, d) whether containers are state agency owned or rented, and e) number of pick-ups per week.
 - b. The report must also indicate which state agencies fall under the management of the Office of Administration, Division of Facilities Management.

1.4 Invoicing and Payment Requirements:

- 1.4.1 Prior to any payments becoming due per the contract, the contractor must submit or must have already submitted a properly completed State Vendor ACH/EFT Application, since the State of Missouri intends to make contract payments through Electronic Funds Transfer.
- a. If not already submitted, the contractor needs to obtain a copy of the State Vendor ACH/EFT Application and completion instructions from the Internet at:
<http://www.oe.mo.gov/purch/vendorinfo/vendorach.pdf>
- b. The contractor must submit invoices on the contractor's original descriptive business invoice form and must use a unique invoice number with each invoice submitted. The unique invoice number will be listed on the State of Missouri's EFT addendum record to enable the contractor to properly apply the state agency's payment to the invoice submitted. The contractor may obtain detailed information for payments issued for the past 24 months from the State of Missouri's central accounting system (SAM II) on the Vendor Payment Website at <https://www.vendorpay.oe.mo.gov>.
- 1.4.2 The contractor shall submit itemized monthly invoices to the individual state agencies for whom trash collection services are provided.
- 1.4.3 Final invoices are due by no later than thirty (30) calendar days of the expiration of the contract. The state agency shall have no obligation to pay any invoice submitted after the due date.
- 1.4.4 Notwithstanding any other payment provision of the contract, if the contractor fails to perform required work or services, fails to submit reports when due, or is indebted to the United States, the state agency may withhold payment or reject invoices under the contract.
- 1.4.5 The contractor shall be paid for the trash collection services provided by each using state agency per the firm, fixed prices stated on the pricing page of this document. The contractor shall understand that each state agency utilizing the contractor's services shall be solely responsible for payment for only those services requested by that state agency.
- 1.4.6 If the contractor is overpaid by the state agency, upon official notification by the state agency, the contractor shall provide the state agency with a check payable as instructed by the state agency in the amount of such overpayment. The contractor shall submit the overpayment to the state agency at the address specified by the state agency.
- 1.4.7 Other than the payments specified above, no other payments or reimbursements shall be made to the contractor for any reason whatsoever.

PRICING PAGE

Container Description	Rental			Scheduled Pick-Ups Per Month							Unscheduled Pick-ups
	Per Day	Per Wk	Per MO	1/Week	2/Week	3/Week	4/Week	5/Week	1/MO	1 per 2 Wks	Per Pick-Up
1 Cu Yd Container	\$0.00 Line Item 001	\$0.00 Line Item 002	\$0.00 Line Item 003	\$34.08 Line Item 004	\$53.79 Line Item 005	\$73.40 Line Item 006	\$89.13 Line Item 007	\$115.34 Line Item 008	\$26.21 Line Item 009	\$52.43 Line Item 010	\$10.49 Line Item 011
2 Cu Yd Container	\$0.00 Line Item 012	\$0.00 Line Item 013	\$0.00 Line Item 014	\$52.21 Line Item 015	\$87.13 Line Item 016	\$122.05 Line Item 017	\$156.87 Line Item 018	\$191.79 Line Item 019	\$41.94 Line Item 020	\$83.89 Line Item 021	\$12.58 Line Item 022
3 Cu Yd Container	\$0.00 Line Item 023	\$0.00 Line Item 024	\$0.00 Line Item 025	\$64.38 Line Item 026	\$107.90 Line Item 027	\$151.52 Line Item 028	\$195.03 Line Item 029	\$238.66 Line Item 030	\$57.67 Line Item 031	\$115.34 Line Item 032	\$15.73 Line Item 033
4 Cu Yd Container	\$0.00 Line Item 034	\$0.00 Line Item 035	\$0.00 Line Item 036	\$75.50 Line Item 037	\$127.71 Line Item 038	\$180.04 Line Item 039	\$232.27 Line Item 040	\$284.58 Line Item 041	\$65.01 Line Item 042	\$130.02 Line Item 043	\$17.83 Line Item 044
6 Cu Yd Container	\$0.00 Line Item 045	\$0.00 Line Item 046	\$0.00 Line Item 047	\$98.46 Line Item 048	\$168.09 Line Item 049	\$237.71 Line Item 050	\$307.45 Line Item 051	\$377.07 Line Item 052	\$87.03 Line Item 053	\$174.06 Line Item 054	\$23.07 Line Item 055
20 Cu Yd Container	\$3.38 Line Item 067	\$23.68 Line Item 068	\$118.39 Line Item 069	\$1,098.47 Line Item 070	\$2,196.93 Line Item 071	\$3,295.40 Line Item 072	\$4,393.87 Line Item 073	\$5,492.33 Line Item 074	\$253.69 Line Item 075	\$507.38 Line Item 076	\$253.69 Line Item 077
20 Cu Yd Container/ Compactor	N/A Line Item 078	N/A Line Item 079	\$338.25 Line Item 080	\$1,708.73 Line Item 081	\$3,417.45 Line Item 082	\$5,126.18 Line Item 083	\$6,834.91 Line Item 084	\$8,543.63 Line Item 085	\$394.63 Line Item 086	\$789.25 Line Item 087	\$394.63 Line Item 088
30 Cu Yd Open Top Container	\$3.38 Line Item 089	\$23.68 Line Item 090	\$118.39 Line Item 091	\$1,318.16 Line Item 092	\$2,636.32 Line Item 093	\$3,954.48 Line Item 094	\$5,272.64 Line Item 095	\$6,590.80 Line Item 096	\$304.43 Line Item 097	\$608.85 Line Item 098	\$304.43 Line Item 099
34 Cu Yd Container/Compactor	N/A Line Item 100	N/A Line Item 101	\$338.25 Line Item 102	\$1,781.96 Line Item 103	\$3,563.91 Line Item 104	\$5,345.87 Line Item 105	\$7,127.83 Line Item 106	\$8,909.79 Line Item 107	\$411.54 Line Item 108	\$823.08 Line Item 109	\$411.54 Line Item 110
35 Cu Yd Container/Compactor	N/A Line Item 111	N/A Line Item 112	\$338.25 Line Item 113	\$1,835.66 Line Item 114	\$3,671.32 Line Item 115	\$5,506.98 Line Item 116	\$7,342.64 Line Item 117	\$9,178.30 Line Item 118	\$423.94 Line Item 119	\$847.88 Line Item 120	\$423.94 Line Item 121
43 Cu Yd Container/Compactor	N/A Line Item 122	N/A Line Item 123	\$394.63 Line Item 124	\$1,943.07 Line Item 125	\$3,883.13 Line Item 126	\$5,829.20 Line Item 127	\$7,772.26 Line Item 128	\$9,715.33 Line Item 129	\$448.75 Line Item 130	\$897.49 Line Item 131	\$448.75 Line Item 132
30-32 Gal Container	\$0.00 Line Item 133	\$0.00 Line Item 134	\$0.00 Line Item 135	\$5.07 Line Item 136	\$10.15 Line Item 137	\$15.22 Line Item 138	\$20.30 Line Item 139	\$25.37 Line Item 140	\$5.07 Line Item 141	\$10.15 Line Item 142	\$5.07 Line Item 143
30-32 Gal Container Hand Loading	\$0.00 Line Item 144	\$0.00 Line Item 145	\$0.00 Line Item 146	\$5.07 Line Item 147	\$10.15 Line Item 148	\$15.22 Line Item 149	\$20.30 Line Item 150	\$25.37 Line Item 151	\$5.07 Line Item 152	\$10.15 Line Item 153	\$5.07 Line Item 154
80-90 Gal	\$0.00 Line Item 155	\$0.00 Line Item 156	\$0.00 Line Item 157	\$15.22 Line Item 158	\$30.44 Line Item 159	\$41.72 Line Item 160	\$52.99 Line Item 161	\$64.27 Line Item 162	\$15.22 Line Item 163	\$30.94 Line Item 164	\$15.22 Line Item 165
12 Bu Hand Loading	\$0.00 Line Item 166	\$0.00 Line Item 167	\$0.00 Line Item 168	\$17.25 Line Item 169	\$34.50 Line Item 170	\$45.10 Line Item 171	\$56.38 Line Item 172	\$67.65 Line Item 173	\$17.25 Line Item 174	\$34.50 Line Item 175	\$17.25 Line Item 176

PRICING PAGE CONTINUED

Container Location	Scheduled Pick-Ups Per Month							Unscheduled Pick-ups
	1/Week	2/Week	3/Week	4/Week	5/Week	1/MO	1 per 2 Wks	Per Pick-Up
Capitol Bldg (Jan – June)	\$676.50 Line Item 177	\$1,353.00 Line Item 178	\$2,029.50 Line Item 179	\$2,706.00 Line Item 180	\$3,382.50 Line Item 181	N/A Line Item 182	N/A Line Item 183	N/A Line Item 184
Capitol Bldg (July – Dec)	\$507.38 Line Item 185	\$1,014.75 Line Item 186	\$1,522.13 Line Item 187	\$2,029.50 Line Item 188	\$2,536.88 Line Item 189	N/A Line Item 190	N/A Line Item 191	N/A Line Item 192
DOT Bldg	\$169.13 Line Item 193	\$338.25 Line Item 194	\$507.38 Line Item 195	\$676.50 Line Item 196	\$845.63 Line Item 197	N/A Line Item 198	N/A Line Item 199	N/A Line Item 200
Jefferson Bldg	\$169.13 Line Item 201	\$338.25 Line Item 202	\$507.38 Line Item 203	\$676.50 Line Item 204	\$845.63 Line Item 205	N/A Line Item 206	N/A Line Item 207	N/A Line Item 208
Broadway Bldg	\$111.62 Line Item 209	\$223.25 Line Item 210	\$334.87 Line Item 211	\$446.49 Line Item 212	\$558.11 Line Item 213	N/A Line Item 214	N/A Line Item 215	N/A Line Item 216
Employment Security Bldg	\$225.50 Line Item 217	\$451.00 Line Item 218	\$676.50 Line Item 219	\$902.00 Line Item 220	\$1,127.50 Line Item 221	N/A Line Item 222	N/A Line Item 223	N/A Line Item 224