**Purchase Order**

**Vendor:** SUTTON ENVIRONMENTAL SERVICES INC.
6303 DA LISA RD.
MILTON, FL 32583

**Date:** 09/11/2003

**Terms:** NET 30 DAYS

**F.O.B.:**

**RFQ/S.C. No.:** 03ITB08GD

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Obj. Code Dept. No.</th>
<th>Quantity and Unit</th>
<th>Unit Price Disc. %</th>
<th>Extended Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>IN ACCORDANCE WITH SPECIFICATIONS OF FORMAL BID #: 03ITB08GD</td>
<td>03ITB08GD</td>
<td>274000 707506101</td>
<td>1.0000 LOT 10</td>
<td>70000.0000 70000.00</td>
</tr>
</tbody>
</table>

**POC:** REBA KIMBO 474-2906

**EFFECTIVE DATE:** ISSUANCE DATE OF BLANKET PURCHASE ORDER (BPO).

**TERMINATION/ENDING DATE:** JUNE 30, 2004.

**TOTAL AMOUNT OF SERVICES RENDERED SHALL NOT EXCEED TOTAL DOLLAR AMOUNT OF THIS BPO UNLESS ALTERED BY A CHANGE PURCHASE ORDER INDICATING AN INCREASE. THIS BPO MAY BE CANCELLED IF ANY DEFICIT CHARGES ARE MADE. IF APPLICABLE, AUTHORIZED PURCHASER(S) ARE LISTED. INVOICES ARE TO BE SUBMITTED MONTHLY REFERENCING THE BPO NUMBER.

**INCREASES IN PRICE, SUBSTITUTIONS OR CHANGES MUST BE APPROVED AND CONFIRMED BY A UNIVERSITY CHANGE ORDER ***PRIOR*** TO SHIPMENT. CONTACT ME IMMEDIATELY FOR PROPER AUTHORIZATION AND ACCEPTANCE.

**THE UNIVERSITY IS NOT RESPONSIBLE FOR ANY UNAUTHORIZED CHANGES.**

E-MAIL: GDAVIS@UWF.EDU PHONE: 850-474-2633 FAX: 850-474-2090

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**FLORIDA TAX EXEMPT CERTIFICATE NO. 27-00-041536-57C**

**FEDERAL EMPLOYER ID #: 59-2976783**

Central Receiving, Bldg. 95
Deliveries: 7:00 A.M. to 2:30 P.M.
Monday - Friday
Phone: (850) 474-2767
Fax: (850) 474-3448

By
Purchasing (850) 474-2624
Fax: (850) 474-2090
http://uwf.edu/purchasing
# Purchase Order

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6303 DA LISA RD.
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<td></td>
<td>INTERNAL NOTE TO DEPARTMENT: DUE TO THE NATURE OF THIS ORDER, A RECEIVING REPORT WILL NOT BE ISSUED. PLEASE SIGN AND DATE THE INVOICE AND FORWARD TO THE CONTROLLER'S OFFICE FOR PAYMENT.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Req. No.:** QFM1357
**Bldg./Rm.:** 90RR134
**Initiated By:** 7506101
**P.A.:** N
**Vendor No.:** VF593708565001

**TOTAL =>** 70000.00

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**Central Receiving, Bldg. 95**
**Deliveries:** 7:00 A.M. to 2:30 P.M. **Monday - Friday**
**Phone:** (850) 474-2767
**Fax:** (850) 474-3448

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By
Purchasing (850) 474-2624
Fax: (850) 474-2090
http://uwf.edu/purchasing
UWF PURCHASE REQUISITION

THIS IS NOT A PURCHASE ORDER!!

FM1357

8/31/03

Utilities Purchased

M. Pursell

474.2170

M. Pursell

474.3240

11. SUGGESTED VENDOR (Attach List for Additional Vendors)
NAME: TBD
ADDRESS: 
CITY/STATE/ZIP: 
CONTACT PERSON: 
PHONE #: 
FEDERAL EMPLOYER ID NUMBER: (9-DIGITS)
WEB ADDRESS: 

12. DEPT. PICK UP, CALL WHEN PO IS READY.
ON-CAMPUS SHIP TO ADDRESS: BLDG/RM #: 
OFF-CAMPUS SHIP TO ADDRESS:
SELECT ONE
ATTN: Reba Kimbro
BLDG/RM #: 90/134
PHONE #: 474.2906
E-MAIL: rkimbro@uwf.edu

14. PURPOSE OF ACQUISITION:
Removal of solid waste from UWF campus

<table>
<thead>
<tr>
<th>* Object Code</th>
<th>Item No.</th>
<th>Qty.</th>
<th>Unit</th>
<th>Detailed Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>1 Lot</td>
<td>Vendor to provide orderly collection, transportation, processing (including recovery whenever possible), and disposal of institutional generated solid waste (both wet &amp; dry) as per attached specifications.</td>
<td></td>
</tr>
</tbody>
</table>

15. ATTACHED? SOURCE DOCUMENT YES CONTINUATION PAGE NO

16. Grand Total Est Budgetary Amount: 

17. DID YOU OBTAIN A QUOTE FROM A CERTIFIED MINORITY BUSINESS ENTERPRISE? YES NO N/A

* SHADED AREAS FOR PURCHASING USE ONLY. PA NOTES: RFQ FORMAL BID STATE CONTRACT LPQ SOLE SOURCE JT

Distribution: Original - Procurement & Contracts

Copy - Department Retains BEFORE Routing

7/22/03
Specifications

The successful contractor shall provide, install and put into proper operation all of the following:

1. One stationary 16 cubic yard self-contained compactor. Controls for compactor shall be located at sufficient distance from compactor to ensure operator safety. The University shall provide electric power to the compactor location (230v, three phase, 60hz, terminating at a quick disconnect, sufficient for compactor). The successful contractor shall provide weekly disposal/servicing of compactor (not to exceed seven (7) calendar days).

2. Two 30 cubic yard open containers. Each will be located as directed by the University. Disposal of material from these containers shall be upon request by the University until such time as a regular scheduled pick up may be determined, if any.

3. Twenty-two eight (8) cubic yard containers. Each container shall be a minimum of 6 feet wide, 6 feet tall and 6 feet in depth. Containers should have lids on the sides and the top. Lids should be lightweight plastic. Containers will be strategically placed at various locations on the main campus of the University. A tour of these sites along with a map will be made available to those in attendance at the Mandatory Pre-Bid conference. The 8 cubic yard containers shall be dispatched two times per week (seven calendar days).

4. All waste from compactor, open tops and 8 cubic yard containers shall be disposed of at a duly recognized and property licensed solid waste landfill. Bidder must include any dumping fees imposed by the landfill in their proposed pricing. Bidder will be required to furnish supporting documentation to substantiate any price increases to be passed on to the University during the term of this contract.

5. Routine repair and maintenance of proposed system shall be the responsibility of the contractor. This may include replacing missing lids, painting containers and providing for odor control.

6. One 8 yard recycling container, serviced weekly.

7. Forty 95 gallon toters for paper recycling, serviced weekly.
Special Conditions

Purpose

The University of West Florida (herein after referred to as the University) invites bids for the orderly collection, transportation, processing (including recovery whenever possible), and disposal of institutional generated solid waste (both wet and dry) in order to establish a term contract. The term of contract will be one year from execution date with the option to renew for two (2) additional two (2) year periods.

Background

The University has established a comprehensive solid waste management plan to minimize mainstream waste by segregating as much recyclable material from this bid solicitation as is possible.

Additionally, the University has in place an ongoing separate hazardous material transporting and disposal contract and is actively engaged in various waste source reduction pilot programs.

Taking into account social responsibility, coupled with fiscal responsibility, the University’s goal is to successfully divert from landfill to recycling buyers 150 tons for a total of 500 tons of estimated institutionally generated solid waste. Recycling types are broken down as follows:

- Office Paper (White) Waste: 40 Tons/Yr
- Cardboard Waste: 30 Tons/Yr
- Yard Waste: 30 Tons/Yr
- Excess/Surplus Equipment: 24 Tons/Yr
- Ferrous Material: 16 Tons/Yr
- Nonferrous Material: 10 Tons/Yr

Total 150 Tons/Yr Estimated

These estimated figures are given only as a guideline for preparing your bid and should not be construed as representing actual figures under this anticipated contract.
Bid Summary Sheet

1. 16 cubic yard compactor lease rate
   a. Pull charge/hauling rate (serviced weekly) $____________ per load
   b. County dumping fee (mixed garbage) $____________ per ton

2. Two (2) 30 cubic yard open containers lease/rental
   a. Pull charge/hauling rate (serviced on call) $____________ per load
   b. County dumping fee/rate (mixed garbage) $____________ per month

3. Twenty-two (22) 8 cubic yard containers which includes servicing twice weekly and county dumping fee.
   $____________ per month

Please indicate in the space provided below the name of the properly licensed landfill your firm will be using. In the event an alternate landfill must be used, Please list it as well:

Name of Landfill __________________________________________

Location ________________________________________________

Alternate Landfill _________________________________________

Location ________________________________________________