

Lee County Board Of County Commissioners  
 Agenda Item Summary

Blue Sheet No. 20040330<sup>DSW</sup>

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Approve Project # PB040335, for the Lee County Solid Waste Division, for the utilization (piggyback) of the Palm Beach County Solid Waste Authority's Bid # 03-25/SB, which has gone through their competitive bidding process, for the annual purchase of 18 gallon recycling bins through Rehrig Pacific Company, for the unit price of \$4.82 per bin. The original quote term was for one year from 7/23/03 to 7/22/04, and was recently renewed until 7/22/05. Also request permission to continue to utilize this piggyback for the continuation of the contract between Palm Beach County and the awarded vendor. Also request approval of a transfer of funds from Reserves for \$6,000.00 for FY 03/04. For general information, the Solid Waste Division estimates spending approximately \$125,000.00 on an annual basis.

**WHY ACTION IS NECESSARY:** In accordance with the Lee County Purchasing and Payment Procedures Manual as approved by the Board on 7/9/02, when a project exceeds \$50,000.00, Board approval is needed.

**WHAT ACTION ACCOMPLISHES:** Allows the Lee County Solid Waste Division to purchase 18 gallon recycling bins in a cost effective, efficient, and timely manner.

**2. DEPARTMENTAL CATEGORY:**  
**COMMISSION DISTRICT #**

C8C

**3. MEETING DATE:**

03-30-2004

**4. AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:**  
 (Specify)

- STATUTE
- ORDINANCE
- ADMIN. AC-4-1
- CODE
- OTHER

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER
- B. DEPARTMENT Public Works
- C. DIVISION Solid Waste

BY: Lindsey Sampson

*Lindsey Sampson / MK*

**BACKGROUND:** Lee County Solid Waste has seen an increased demand for bins due to the growth of new housing and the new program of accepting fiber board at curbside collection. Many residents are asking for an additional bin because of the fiber board collection. Funding will come from the individual division's budget who will be responsible for monitoring their own expenditures.

Account String is: OB5340640104.505280

**Please see attachments:**

- (1) Department Request to Piggyback Quote
- (2) Palm Beach County Solid Waste Authority's Specifications
- (3) Permission Letter to Piggyback from Rehrig Pacific Company
- (4) Award Renewal Letter from Palm Beach County
- (5) Tabulation Sheet for Quote
- (6) Rehrig Pacific Company's Quote Package

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>David</i> 3-17-04	<i>Janet Sheehan</i> 3-17-04 <i>E. Pflaumer</i>	N/A	N/A	<i>S. Board</i> 3/18/04	OA 3/18/04	OM 3/18/04	Risk 3/18/04	GC 3/18/04	<i>David</i> 3-17-04

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
 Date: 3/18/04  
 Time: 9:00 am  
 Forwarded To:  
Adm. 3/18

RECEIVED BY  
 COUNTY ADMIN: *MM*  
3/18/04  
9:10 am  
 COUNTY ADMIN  
 FORWARDED TO: *JK*  
3/18/04  
3/18

# REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Solid Waste-Recycling      DATE: 03/18/04      BATCH NO. \_\_\_\_\_

FISCAL YEAR: FY03/04      FUND #: 40104      DOC TYPE: YB      LEDGER TYPE: BA

TO: Solid Waste      Recycling  
       (DIVISION NAME)      (PROGRAM NAME)

NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:  
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.  
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
OB5340640104.505280	Minor Equipment	\$ 6,000
	TOTAL TO:	\$ 6,000

FROM: Non-Dept.-Solid Waste      Reserves  
       (DIVISION NAME)      (PROGRAM NAME)

ACCOUNT NUMBER	OBJECT NAME	CREDIT
GC5890140104.509910	Reserves for Contingencies	\$ 6,000
	TOTAL FROM:	\$ 6,000

EXPLANATION: As approved Bluesheet #20040330 on March 30, 2004 for additional recycling bins.

<p>DIVISION DIRECTOR SIGNATURE _____ DATE _____</p> <p>DBS: APPROVAL <input checked="" type="checkbox"/> DENIAL _____</p> <p>APPROVAL <input checked="" type="checkbox"/> DENIAL _____</p> <p>CO. ADMIN.: APPROVAL _____ DENIAL _____</p> <p>BCC APPROVAL DATE _____</p>	<p>DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____</p> <p><i>Patricia Miller</i>      3/18/04</p> <p>OPERATIONS ANALYST SIGNATURE _____ DATE _____</p> <p><i>Ann Hill</i>      3/18/04</p> <p>BUDGET OPERATIONS MANAGER SIGNATURE _____ DATE _____</p> <p>CO. ADMIN. SIGNATURE _____ DATE _____</p> <p>BCC CHAIRMAN SIGNATURE _____</p>
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BA NO: \_\_\_\_\_ AUTH CODE: \_\_\_\_\_ TRANS DATE: \_\_\_\_\_

## Earl Pflaumer - Request to Piggy Back Quote for 18 gallon recycling bins

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**From:** Tracey Cerchie  
**To:** Pflaumer, Earl  
**Date:** 3/16/2004 2:06 PM  
**Subject:** Request to Piggy Back Quote for 18 gallon recycling bins  
**CC:** Sampson, Lindsey; Smith, Emory

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Earl,  
Please proceed with the blue sheet for the bins. Approx. \$125,000 in expenditures and use acct string: OB5340640104.505280.

Tracey Cerchie  
Fiscal Manager/Solid Waste  
E-mail address: [Cerchitm@Leegov.com](mailto:Cerchitm@Leegov.com)  
Phone: 239-338-3302 X256  
Fax: 239-461-5871

**Earl Pflaumer - Blue sheet for bins**

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**From:** Tracey Cerchie  
**To:** Pflaumer, Earl; Sheehan, Janet  
**Date:** 3/16/2004 5:01 PM  
**Subject:** Blue sheet for bins

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We need additional money for these bins. Can you have the blue sheet include:  
Approve Transfer of funds from Reserves in the amount of \$6,000 for FY 03/04.

Is it possible to have this on the agenda for 3/30/04?

We are seeing an increase in demand for recycling bins due to the fact we are now accepting fiber board on curbside collection. Most residents are requesting two bins.

Tracey Cerchie  
Fiscal Manager/Solid Waste  
E-mail address: [Cerchitm@Leegov.com](mailto:Cerchitm@Leegov.com)  
Phone: 239-338-3302 X256  
Fax: 239-461-5871



purchase order document. Delivery shall be to the location specified in the bid specifications.

**9. ADDITIONAL TERMS AND CONDITIONS:** No additional terms and conditions included with the bid responses shall be evaluated or considered. Any and all such additional terms and conditions shall have no force and effect, and are impugnable to this bid if submitted either purposely through intent or design, or inadvertently appearing hereafter in separate bids, specifications, literature, price lists or worksheets. It is understood and agreed that the general and/or special conditions in these Bid Documents are the only conditions applicable to this bid and the Bidder's authorized signature on the Bid Form accepts this.

**10. INTERPRETATIONS:** All Bidders shall carefully examine the Bid Documents. Any ambiguities or inconsistencies shall be brought to the attention of the Authority in writing prior to the opening of Bids. Failure to do so, on the part of the Bidder, will constitute an acceptance by the Bidder of any subsequent decision. Any questions concerning the intent, meaning and interpretations of the Bid Documents shall be requested in writing and received by the Authority at least five (5) days prior to the Bid Opening. Answers shall be addressed to the Assistant Secretary, Purchasing Services and Asset Management Section. No person is authorized to give oral interpretations of, or make oral changes to, the bid. Therefore, oral statements given before the bid opening will not be binding. Any interpretation of, or changes to, the bid will be made in the form of a written Addendum to the bid and will be furnished to all Bidders. Receipt of an additional sheet is acknowledged by the Bidder in the appropriate place on the Bid Form.

**11. DISPUTES:** Any Bidder who disputes the bid selection or contract award recommendation shall file such dispute according to the bid protest procedures. These procedures are available upon request from the Authority.

**12. CONFLICT OF INTEREST:** All Bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the Authority. Further, all Bidders must disclose the name of any Authority employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches.

**13. LEGAL REQUIREMENTS:** Bidders are required to comply with all provisions of Federal, State, County and local laws and ordinances, rules and regulations, that are applicable to the items being bid. Lack of knowledge by the Bidder shall in no way be a cause for relief from responsibility, or constitute a cognizable defense against the legal effect thereof.

Preference shall be given to business with Drug-Free Work Place (DFW) programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Authority for the procurement of commodities or contractual services, a bid received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

Minority Business Enterprise (MBE) indicates a business entity which is owned and operated by a minority. In this instance, minority group members are citizens of the United States or lawfully admitted permanent residents who are Black, Hispanic, Women, Native Americans, Asian-Pacific, Asian-Indian, and eligible others. An MBE wishing to participate in the Authority procurement process may contact the Purchasing Services Section for information and assistance.

**PUBLIC ENTITY CRIMES:** Pursuant to F.S. 287.133, as amended: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

**14. BID EXEMPT:** Purchases shall not include items/services available at lower prices on other public entity or State of Florida contracts. The Authority reserves the right to bid separately any item/service if deemed to be in the best interest of the Authority.

**15. AWARDS:** As the best interest of the Authority may require, at its sole discretion, the right is reserved to reject the bid of any vendor who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who is not in a position to perform promptly under the award and to make award(s) by individuals, firms, groups or teams, sole or joint, as a contractor, dealer, wholesaler or more suppliers, in any one or all bids, to make any minor irregularity of irregularity in bids received, and may, at its sole discretion, request a re-bid. Bidders are cautioned to make an assumption that the Authority has entered into a contract or purchase order. NOTE: Bid evaluations will be furnished upon written request which includes an enclosed, self-addressed stamped envelope. The award recommendation will be posted for review by interested parties at Purchasing Services for a period of five (5) calendar days. Failure to file a written protest to the Assistant Secretary, Purchasing Services, within the time prescribed in the AUTHORITY'S Purchasing Manual, Section 10, shall constitute a waiver of proceedings. It is the Bidder's sole responsibility to ascertain the time of posting of the award recommendation. This may be accomplished by telephone, FAX, E-Mail or other means deemed timely by the Bidder.

**16. PROMOTIONAL PRICING:** In addition, bidder shall offer to the Authority during the contract period any item(s) offered on a "promotional" basis from the manufacturer. It will be the successful bidder's responsibility to monitor said item(s) and report any that are or will be offered at lower price.

**17. EEO STATEMENT:** The Authority is committed to assuring equal opportunity in the award of contracts, and, therefore complies with all laws prohibiting discrimination on the basis of race, color, religion, national origin, age or sex.

**18. CONTRACTUAL AGREEMENT:** The terms, conditions and provisions in this invitation to bid shall be included and incorporated in any final contract or purchase order. The order of precedence will be Bid Document and response, purchase order or contract and general law. Any and all legal action necessary to enforce a contract or purchase order will be interpreted according to the laws of Florida. The venue shall be Palm Beach County, Florida.

**19. GOVERNMENTAL RESTRICTIONS:** In the event that any governmental restrictions are imposed which would necessitate alteration of the material quality, workmanship or performance of the items offered on this bid prior to their delivery, it shall be the responsibility of the Bidder to notify the Purchasing Services and Asset Management Section at once, indicating in his/her letter the specific regulation which required an alteration, including any price adjustments occasioned thereby. The Authority reserves the right to accept such alteration or to cancel the contract or purchase order at no further expense to the Authority.

**20. PATENTS AND ROYALTIES:** The Bidder, without exemption, shall indemnify and save harmless the Authority, its employees and/or any of its Board Members from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or item manufactured by the Bidder. Further, if such a claim is made, or is pending, the Bidder may, at its option and expense, procure for the Authority the right to use, replace or modify the

item to render it noninfringing. If none of the alternatives are reasonably available, the Authority agrees to return the article on request to the Bidder and receive reimbursement. If the Bidder used any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood, without exception, that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

**21. ADVERTISING:** In submitting a bid, Bidder agrees not to use the results therefrom as a part of any commercial advertising, without the express written approval, by the appropriate level of authority within the Authority.

**22. ASSIGNMENT:** Any purchase order or contract issued pursuant to this bid invitation and the monies which may become due hereunder are not assignable except with the prior written approval of the Authority, through the Purchasing Services and Asset Management Section.

**23. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH:** Bidder certifies that all material, equipment, services, etc., contained in his/her bid meets all applicable O.S.H.A. requirements. Bidder further certifies that, if he/she is the successful Bidder, and the material, equipment, etc., delivered is subsequently found to be defective in any applicable O.S.H.A. requirement in effect on the date of delivery, all costs necessary to comply with the requirements shall be borne by the Bidder.

**24. FACILITIES:** The Authority reserves the right to inspect the Bidder's facilities at any reasonable time, during normal working hours, with prior notice to determine that Bidder has a bona fide place of business, and is a responsible Bidder.

**25. REPRESENTATION:** A Bidder must have at the time of bid opening, a manufacturing plant in operation, or be a fully authorized agent or representative of the product bid, and capable of producing or providing the items bid, and so certify upon request.

**26. DISQUALIFICATION OF BIDDER:** More than one bid from an individual, firm, partnership, copartition, or association under the same or different names will not be considered. Reasonable grounds for believing that a Bidder is involved in more than one bid for the same work will be cause for rejection of all bids in which such Bidders are believed to be involved. Any or all bids will be rejected if there is reason to believe that collusion exists between Bidders. Bids in which the prices obviously are unbalanced will be subject to rejection. This provision is not meant to prohibit submission of alternate bids in separate sealed envelopes.

**27. ALTERNATIVES:** Unless otherwise specified, the mention of the particular manufacturer's brand name or number in the specifications does not imply that this particular product is the only one that will be considered for purchase. This reference is intended solely to designate the type or quality of merchandise that will be acceptable. Alternate offers will be considered and must include descriptive literature and/or specifications. Failure to provide descriptive literature and/or specifications with alternate offers may be cause for disqualification of the bid.

The determination as to whether any alternate product or service is or is not equal shall be made by the Solid Waste Authority and such determination shall be final and binding upon all bidders.

Unless the Authority provides for the consideration of alternate bids, it reserves the right to make an award in the best interest of the Authority. Such award may not necessarily be given to the lowest bid offered.

**28. ADJUSTMENTS/CHANGES/DEVIATIONS:** No adjustments, changes or deviations shall be accepted on any item unless conditions or specifications of a bid expressly so provide. Any other adjustments, changes or deviations shall require prior written approval, and shall be binding ONLY if issued by the Authority's Purchasing Services and Asset Management Section. The Bidder shall bear sole responsibility for any and all costs of claims arising from any adjustments, changes or deviations not properly executed as required herein.

**29. INDEMNIFICATION:** Contractor agrees to protect, defend, indemnify, and hold harmless the Authority, its employees and representatives, from any and all claims and liabilities including all attorney's fees and court costs, including appeals, for which the Authority, its employees and representatives, can or may be held liable as a result of injury (including death) to persons or damage to property occurring by reason of any acts or omissions of the Contractor, his employees, or agents, arising out of or connected with this Agreement. The Contractor shall not be required to indemnify the Authority or its agents, employees, or representatives, when an occurrence results solely from the wrongful acts or omissions of the Authority, or its agents, employees or representatives.

**30. ANNUAL APPROPRIATIONS:** The Authority's obligation to pay under this contract is contingent upon annual appropriations.

**31. PUBLIC RECORDS:** Upon award recommendation or ten (10) days after bid opening, whichever is earlier, any material submitted in response to this invitation to bid will become a "public record" and shall be subject to public disclosure consistent with Chapter 119 Florida Statutes (Public Record Law). Bidders must claim the applicable exemptions to disclosure provided by law in their response to the invitation to bid by identifying materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary and legal. The Authority reserves the right to make any final determination of the applicability of the Public Records Law.

**32. UNCONTROLLABLE FORCES:** Neither the AUTHORITY nor AWARDED BIDDER(S) shall be considered to be in default of this Bid/Contract/Purchase Order if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party or its obligations under this Bid/Contract/Purchase Order, and which is beyond the reasonable control of the non-performing party. It includes, but is not limited to, fire, flood, earthquakes, strikes, epidemics, epidemics, war, riot, civil disturbance, sabotage, and governmental actions. Neither party shall, however, be excused from performance if nonperformance is due to forces which are preventable, inevitable, or remediable and which the non-performing party could have, with the exercise of reasonable diligence, prevented, avoided or remedied with reasonable dispatch. The non-performing party shall, within a reasonable time of being presented or delayed, notify performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Bid/Contract/Purchase Order.

**NOTE: ANY AND ALL SPECIAL CONDITIONS AND SPECIFICATIONS ATTACHED HERETO WHICH VARY FROM THESE GENERAL CONDITIONS SHALL HAVE PRECEDENCE.**

## SPECIAL TERMS AND CONDITIONS

### 18 GALLON RECYCLING CONTAINERS BID NO. SWA 03-25/SB

#### 32 AS SPECIFIED

A purchase order or blanket purchase order will be issued to the awarded bidder with the understanding that all items delivered must meet the specifications herein. Items delivered not as specified will be picked up by the Bidder at no expense to the Authority. Replacement items meeting specifications shall be submitted within a reasonable time of rejection of the non-conforming items.

At the option of the Authority, item(s) from any delivery may be submitted to an independent testing laboratory to determine conformity to respective specifications. Bidders shall assume full responsibility for payment of any and all charges for testing and analysis of any product offered or delivered that does not conform to the minimum required specifications.

#### 33 CANCELLATION, WITH CAUSE

If product does not comply with specifications as stated herein or fails to meet the Authority's performance standards, the contractor shall be given reasonable time to correct all deficiencies. Failure to remedy such deficiencies within a reasonable time shall result in immediate cancellation of the contract. Cancellation in this manner may result in suspension of the Contractor from the bidders list for a period of up to 3 years.

#### 34 EXTENSION

The successful bidder shall be awarded a contract to supply the goods/services for twelve (12) months with options to renew the contract for two (2) additional twelve (12) month periods. Options for renewal will only be exercised upon mutual written agreement and with all original terms, discounts, conditions and unit prices adhered to with no deviations, except as allowed in the "Escalation Clause", if any. Any renewal will be subject to appropriation of funds by the Solid Waste Authority.

#### 35. AWARDS

Award will be based on an estimated usage value of \$400,000.00. As the best interest of the Authority may require, at its sole discretion, the right is reserved to reject the bid of any vendor who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who is not in a position to perform properly under this award and to make award(s) by individual item, group of items, "All or None", or a combination thereof; with one or more suppliers; to reject any or all bids, or waive any minor irregularity or technicality in bids received; and may, at its sole discretion, request a re-bid. Bidders are cautioned to make no assumption until the Authority has entered into a contract or purchase order.

35 AWARDS cont'd

NOTE: Bid tabulations will be furnished, upon written request, to all bidders who include a, self-addressed, stamped envelope. The award recommendation will be posted for review by interested parties at Purchasing Services for a period of five (5) calendar days. Failure to file a written protest to the Assistant Director of Purchasing Services within the time prescribed in the AUTHORITY'S Purchasing Manual, Section 10, shall constitute a waiver of proceedings. It is the Bidder's sole responsibility to ascertain the time of posting of the award recommendation. This may be accomplished by telephone, FAX, E-Mail or other means deemed timely by the Bidder.

36 ESCALATION CLAUSE

The Solid Waste Authority acknowledges the fluctuating nature of prices for items specified. Accordingly an escalator/de-escalator clause will be accepted only under the following conditions:

- 1 Price increase(s) and price decrease(s) comparable to documented manufacturer's price changes or changes in industry-related indices.
- 2 Proper notification to Purchasing Services no less than twenty-one (21) days prior to the effective date along with a written request for acceptance and stating the effective date of such changes. Vendor must deliver copies of new manufacturer's price lists to all Authority Departments as indicated by Purchasing Services.
- 3 Where all prices shall have remained firm a minimum of 90 calendar days after effective date of contract.
- 4 All price increase(s) and decreases(s) to be approved by the Authority.

37 EQUIVALENTS, SAMPLE PRIOR TO AWARD

Samples and detailed specifications are required on the items indicated and must be submitted to Purchasing with bid or within 3 days of request. Vendors offering an equivalent to the "as specified" items must submit samples for evaluation. Each particular specification, in which the equivalent item differs, must be listed, along with the detailed specification sheet. Samples must be free of charge and will be returned at Bidder's expense upon written request after award. Testing of samples may include disassembly or destruction.

NOTE: All samples must be labeled with bidder's name and bid number. Failure to deliver required samples or clearly identify samples as indicated may be reasons for rejection of the bid at the discretion of the Authority.

38 F.O.B. POINT, DELIVERED, RECYCLING FACILITY

The F.O.B. point within Palm Beach County shall be indicated on the purchase order. Bid responses showing other than F.O.B. destination will not be accepted. It is anticipated that delivery location will be the Authority's Recycling Facility at 1306 Allendale Road, West Palm Beach FL 33405. Vendor must contact Lynn Bestul prior to delivery at 561 329-8248.



39. **INFORMATION AND DESCRIPTIVE LITERATURE, ALTERNATE TO ITEM SPECIFIED**

Bidders must furnish all information requested and in the space provided on the bid form. Further, each bidder offering an alternate other than that specified must submit with his proposal, descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with a previous bid will not satisfy this provision. **Bids that do not comply with these requirements shall be subject to rejection.**

40 **PURCHASING AGREEMENTS WITH OTHER GOVERNMENT AGENCIES**

All Bidders submitting a response to this Invitation to Bid agree that such response also constitutes a bid to all political subdivisions under the same conditions, for the same prices and the same effective period as this bid, should the Bidder feel it is in their best interest to do so.

This agreement in no way restricts or interferes with the right of any political subdivision to rebid any or all items.

41 **QUANTITY, EXPENDITURE ESTIMATE**

The Authority reserves the right to increase or decrease total estimated expenditure(s). During the next twelve (12) months(s) the approximate expenditure will be \$400,000.00. This figure is an estimate only and is subject to change contingent upon annual appropriations of the Board.

42 **WARRANTY FOR SPECIFIED PERIOD**

The successful Bidder shall fully warranty all containers furnished hereunder against defect in materials and/or workmanship for a period of five (5) years from date of delivery and acceptance by the Authority. Should any defect in materials or workmanship, excepting ordinary wear and tear, appear during the above stated warranty period, the successful bidder shall repair or replace same at no cost to the Authority, immediately upon written notice from Purchasing Services.

43 **MEASUREMENTS**

Customary measurements appearing in these specifications are not intended to preclude bid for commodities with metric measurements. If bids are based on equivalent products, indicate on the bid, cuts, sketches, and descriptive literature and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. The Authority reserves the right to determine acceptance of items(s) as an approved equivalent. Bids that do not comply with these requirements are subject to rejection. Bids lacking any written indication of intent to bid an alternate will be received and considered to be in complete compliance with the specifications as stated on the Bid Form. The Authority is to be notified of any proposed changes in (a) materials used, (b) manufacturing process, or (c) construction.

44 **PRE-APPROVAL OF FIRST SHIPMENT**

It is understood and agreed that the awarded bidder shall provide the Authority with the first article for inspection and written approval within 2 weeks of receipt of a purchase order.

**TECHNICAL SPECIFICATIONS**

**18 GALLON RECYCLING CONTAINERS**

**BID NO. SWA 03-25/SB**

The purpose and intent of this Invitation to Bid is to obtain a firm price for the purchase of new unused **Recycling Containers with a minimum post consumer recycled material content of 50%.**

Any additions, deletions, or variations from the following specifications must be noted. These specifications shall be construed as minimum. Should the manufacturer's current published data or specifications exceed these, they shall be considered minimum and shall be furnished. Specifications also require that the Bidder furnish descriptive literature, complete specifications and all other necessary data on the item he proposes to furnish. All units must be new, of current manufacture and carry warranty of a minimum five (5) year duration.

Bidder must place a check mark next to either "Yes" or "No" for all specification components below indicating Bidder's compliance or non-compliance, respectively. All "No" responses must be explained on the specification sheet or on a separate sheet, clearly labeled, referencing the page and item number of the exception. Reference to product literature will not be accepted as an explanation of exceptions and may be cause for rejection of the bid.

		<u>COMPLY</u>		<u>EXPLAIN</u>
		<u>YES</u>	<u>NO</u>	
1.	<b>CONSTRUCTION</b>  Container must be HDPE injection molded construction or equal with stabilizers to prevent fading or material breakdown.	_____	_____	_____
2.	<b>RECYCLED MATERIAL</b>  Container must have a post consumer recycled material content of at least 50 percent. <i>See note on page TEC-2.</i>	_____	_____	_____
3.	<b>WARRANTEE</b>  Containers must be warranted against defects in materials, workmanship and design for a minimum of five (5) years.	_____	_____	_____
4.	<b>DATE STAMP</b>  Containers must be date coded. Date code must be molded into the surface.	_____	_____	_____
5.	<b>COLOR</b>  The color must be approved S.W.A. yellow or blue.	_____	_____	_____

*Note from #2 on page TEC-1:*

*Bidder must indicate how they will certify use of post consumer material. If not bidding Palm Beach County post consumer material, Bidder must so note.*

**FOR BLUE BINS:**

**COMMERCIAL GUIDELINE BALED RECYCLED PLASTIC STANDARD P-200**

**Resin:** HDPE MIXED  
**Product:** Bottles only  
**Category:** Mixed household HDPE bottles (detergent, shampoo, household products, mlk, etc.)  
**Type:**  
**Source:**  
**Bale Properties:** Dimension: 72" maximum  
Bulk Density: 10 lbs/cu ft minimum  
Strapping: Non-rusting material  
Integrity: Must be maintained through shipping, unloading and storage  
**Contamination:** Total allowable: 2%  
Type: Non specified plastic or non-plastic material  
Dirt: Essentially free of dirt, mud and stones.  
**Hazardous Materials:** No hazardous or medical waste  
**Moisture:** No free liquid  
**Storage:** Outdoor Storage: <1 month unless covered with UV protective materials  
**General:** Good faith effort to rinse bottles and remove closures.

**FOR YELLOW BINS:**

**COMMERCIAL GUIDELINE BALED RECYCLED PLASTIC STANDARD P-201**

**Resin:** HDPE NATURAL  
**Product:** Bottles only  
**Category:** Milk, water, and juice (quart, 1/2 gallon, and 1 gallon bottles)  
**Type:**  
**Source:**  
**Bale Properties:** Dimension: 72" maximum  
Bulk Density: 10 lbs/cu ft minimum  
Strapping: Non-rusting material  
Integrity: Must be maintained through shipping, unloading and storage  
**Contamination:** Total allowable: 2%  
Type: Non specified plastic or non-plastic material  
Dirt: Essentially free of dirt, mud and stones.  
**Hazardous Materials:** No hazardous or medical waste  
**Moisture:** No free liquid  
**Storage:** Outdoor Storage: <1 month unless covered with UV protective materials  
**General:** Good faith effort to rinse bottles and remove closures.

Contact Scott Reimer, Recycling Market Manager, at (561) 640-4000, ext. #4321, to receive information on availability, price and delivery lead time.

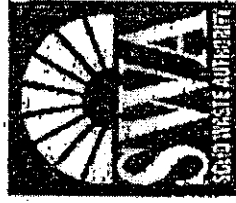
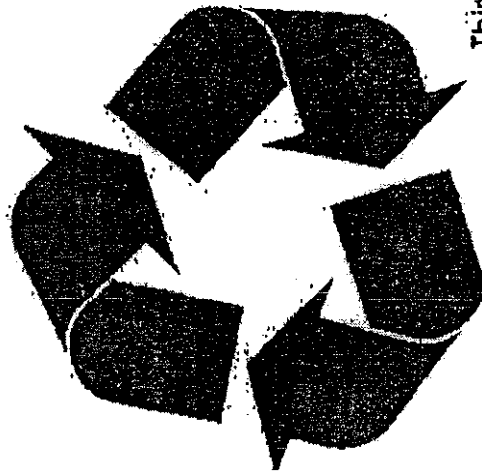
Bidder (Company) \_\_\_\_\_ Signature \_\_\_\_\_  
SWA 03-25/SB

		<u>COMPLY</u>		<u>EXPLAIN</u>
		<u>YES</u>	<u>NO</u>	
6.	<b>LOGO</b>  The S.W.A. recycling logo (PBC Recycles) must be imprinted on one side of container and the instructional hot stamp on the other side of container. Colors: Black on Yellow and White on Blue Containers. Please see attached artwork, Illustration #1. Hot stamp specification may be changed at the request of the Authority with only the additional cost of the new stamp(s) passed on to the Authority. Additional hot stamp charges shall not exceed \$500.00 each.	_____	_____	_____
7.	<b>LIP</b>  The container shall have a rolled reinforced lip for extra strength Long side must have the ability to hang on a Labrie truckside body.	_____	_____	_____
8.	<b>HANDLES</b>  The handles for the container to be reinforced and integrally molded into the container's width side.	_____	_____	_____
9.	<b>EDGES/SPURS</b>  All edges must be smooth or rounded for the safety of the homeowner and the collector. Container to have no sharp edges or spurs.	_____	_____	_____
10.	<b>SIZE</b>  The exterior dimensions at the top of the container to be approximately length 25", width 17.5" height 13.5"	_____	_____	_____
11.	<b>CAPACITY</b>  The capacity of the container to be a minimum of 18 gallons.	_____	_____	_____
12.	<b>WEIGHT</b>  The weight of the container to be minimum five pounds.	_____	_____	_____
13.	<b>WALL THICKNESS</b>  The container's minimum thickness to be 100 MILS to 116 mils per wall side.	_____	_____	_____
14.	<b>BOTTOM THICKNESS</b>  The container minimum thickness for the bottom to be 120 MILS to 140 mils.	_____	_____	_____
15.	<b>NESTING</b>  The containers nesting ratio must be no less than 5.5:1.	_____	_____	_____
16.	<b>DRAINAGE</b>  The containers must have drain holes to allow run off of rain water, and have the capacity to hold approximately 16 oz. of spillage.	_____	_____	_____

Bidder (Company) \_\_\_\_\_ Signature \_\_\_\_\_  
 SWA 03-25/SB \_\_\_\_\_ TEC-3 of 3

# RECYCLE

*Right*



THANK YOU FOR DOING YOUR PART!  
This container was made with 50% post-consumer plastic.

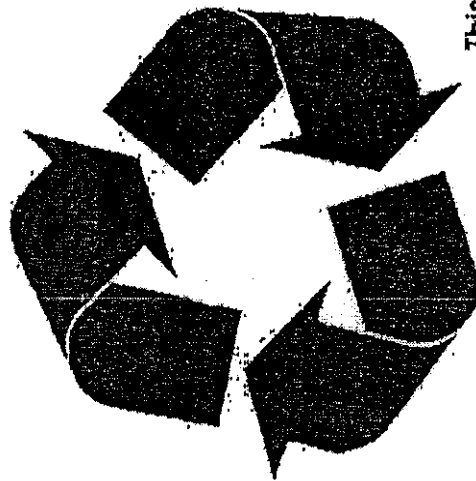
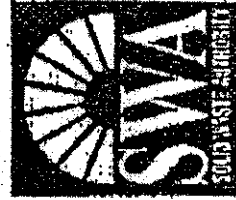
**Place these items in your YELLOW bin:**

- **Newspaper and Inserts**  
**(No Plastic Sleeves Please)**
- **Magazines, Catalogs & Phone Books**
- **Fattened corrugated cardboard boxes**  
**(Cut to 3' x 3' maximum)**

**697-2700 or 1-866-SWA- NFO To Free**

**RECYCLE**

*Right*



THANK YOU FOR DOING YOUR PART!

This container was made with 50% post-consumer plastic.



**Place these items in your BLUE bin:**

- Aluminum Cans, Foil and Pie Plates
- Glass Bottles & Jars (Green, Brown & Clear)
- All Plastic Containers #1-7 (No Styrofoam™)
- Drink Boxes and Milk/Juice Cartons  
(Please rinse and remove lids and straws)

**NO PLASTIC BAGS, PLEASE**

**697-2700 or 1-866-SWA-INFO Toll Free**



# Rehrig Pacific Company

CONFIDENTIAL
--------------

March 16, 2004

Earl Pflaumer  
Lee County  
PO Drawer 2238  
Ft. Myers, FL 33902

Dear Earl:

Thank you for the opportunity to quote our Huskylite RB-18 Gallon Recycle Bins. The cost breakdown is as follows:

<u>Product</u>	<u>Quantity</u>	<u>Price</u>	<u>Freight</u>	<u>Total</u>
Huskylite RB-18	4,800	\$4.82 ea.	included	\$ 23,136.00

The Huskylite RB-18 is covered by a five year warranty. The price quoted above is extending Lee County "piggyback" pricing on our contract price with the Solid Waste Authority of Palm Beach County (SWA03-25/SB). This quote does not include applicable sales tax.

Earl, I appreciate the opportunity to provide your cart and bin needs. I look forward to helping out in any way, and if I can be of further assistance please don't hesitate to call me at (800) 241-9693 x172.

Sincerely,  
Rehrig Pacific Company



Kirk Lesiacsek  
Sales Representative

02/13/2004 09:18 FAX 770 338 4840  
02/10/2004 13:58 FAX 6619994051

REHRIG PACIFIC  
SOLID WASTE AUTHORITY

001  
002/002



February 10, 2004

To: Mr. Kirk Lesiascek  
Rehrig Pacific Company  
1000 Raco Court  
Lawrenceville, GA 30045

From: Janice Palladino, Buyer  
Purchasing Services

Subject: Bid # 03-25/SB  
Contract Title: Gallon Recycling Bins

Expiration Date: July 22, 2004

Dear Mr. Lesiascek:

Rehrig Pacific Company, was awarded on the above listed bid. We wish to determine if your company would like to renew this contract with the Solid Waste Authority for one additional year for the term July 23, 2004, through July 22, 2005. Please mark on the appropriate line below and return this form to my office by February 16<sup>th</sup>, 2004. You may return via fax to (561) 640-3400.

Contract may be renewed for one additional year. All Specifications, Terms, Conditions and pricing will remain the same for the additional term of the contract.

I do not wish to renew this contract

Signature

2/13/04

Date

cc: Bid File

0001

**AWARD RECOMMENDATION**

BID: 03-25/SB -- 18 GALLON RECYCLING CONTAINERS

DATE: JULY 1, 2003 BUYER: Sandra Brady

BID MAILED:	6/12/03	EVALUATION REC'D:	7/11/03	SB
PRE-BID CONF.:		POSTING APPROVED:	7/15/03	MD/SB
ADDENDUM #1:		TIME BID POSTED:	7/15/03	SB
ADDENDUMS:				SB
BID OPENED:	7/11/03	TIME BID REMOVED:	7/29/03	SB
TO DEPT FOR EVAL:	7/11/03			

SB NA  
SB NA  
SB NA  
CC 7/14/03

RECEIVED  
SOLID WASTE AUTHORITY  
03 JUL 15 AM 8:10  
PURCHASING SERVICES

TERM: from 07/29/2003 thru 07/29/2004

Lot / BIDDER	SCL Plastics (3)	Rehrig Pacific (1)			
4,800 qty price / unit	\$ 4.19	\$ 4.82			
Total offer	\$ 20,112	\$ 23,236			
Delivery days	30-45	30			
Mfg/Model	1019	RB-18			
9,600 qty price / unit	\$ 4.11	\$ 4.82			
Total offer	\$ 39,456	\$ 46,272			
Delivery days	30-45	30			
Mfg/Model	1019	RB-18			
14,400 qty price / unit	\$ 4.03	\$ 4.82			
Total offer	\$ 58,032	\$ 69,408			
Delivery days	45-60	30			
Mfg/Model	1019	RB-18			

NO BIDS received: Sport Master

**\*\* Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late. \*\***

KEY (S) FOR RECOMMENDATION:

- (1) Recommended award to lowest responsive bidder(s) meeting specifications
- (2) NO award, not "lowest" responsive bidder
- (3) NO award, did not meet specifications

SWA 03-25/SB

SOLID WASTE AUTHORITY

08/30/2003 10:34 FAX 5818834067

Rehrig Pacific Company

June 30, 2003

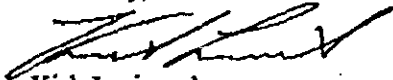
Solid Waste Authority of Palm Beach County  
Purchasing: Laurie Odum  
7501 North Jog  
West Palm Beach, FL 33412

Dear Ms. Odum

Thank you very much for the opportunity to quote on your Bid No: SWA 03-25/SB.  
The Rehrig Pacific Company meets your specifications without exception.

I have made every effort to include all the required information but if you have any questions or need additional information, please give me a call at 800-241-9693 or on my mobile phone at 770-329-8148.

Sincerely,



Kirk Lesiascek  
Environmental Sales Representative

KL/bm

SUBMIT BID TO:  
Solid Waste Authority of Palm Beach County  
7501 North Jog Road  
West Palm Beach, Florida 33412  
Attn: PURCHASING



# INVITATION TO BID

Bidder Acknowledgment

PURCHASING DEPARTMENT CONTACT:  
Laura Odium  
Telephone: 561 640-4000, ext 4524

Bid Title: **18 GALLON RECYCLING BINS**

Bid No.: **SWA 03-25/SB**

**Bid must be received PRIOR TO 2:00 PM July 1, 2003, at which time bids will be opened**

Bidder Name: **Rehrig Pacific Compant**

Fed. ID No. or SS Number: **95-4608797**

Mailing Address:  
Street: **1000 Raco Court**

Toll Free Telephone Number:  
(800) **241-9693**

City: **Lawrenceville** State **GA** ZIP **30043**

Office Number: **(770-839-9888)** FAX: **770-339-4840**

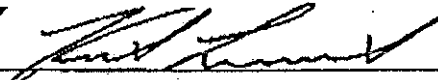
Is Vendor a Certified Minority? Yes No  
Agencies Certified with: **X**

Certified or Cashier's Check is attached, when required, in the amount of  
\$ **N/A**

Delivery: **30** calendar days ARO

If returning as a "NO BID", state reason:

ANTI-COLLUSION: The signed bidder certifies that he or she has not divulged, discussed or compared his or her bid with other bidders and has not colluded with any other bidder or parties to a bid whatever. (Note: No premiums, rebates or gratuities permitted either with, prior to, or after any delivery of material. Any such violation will result in the cancellation and/or return of materials (as applicable) and the removal from the bid list(s).)

**X**   
Authorized Signature (Manual)

**Kirk Lesiascek**  
Authorized Name (Typed)

**THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID**

TECHNICAL SPECIFICATIONS**18 GALLON RECYCLING CONTAINERS****BID NO. SWA 03-25/SB**

The purpose and intent of this Invitation to Bid is to obtain a firm price for the purchase of new unused Recycling Containers with a minimum post consumer recycled material content of 50%.

Any additions, deletions, or variations from the following specifications must be noted. These specifications shall be construed as minimum. Should the manufacturer's current published data or specifications exceed these, they shall be considered minimum and shall be furnished. Specifications also require that the Bidder furnish descriptive literature, complete specifications and all other necessary data on the item he proposes to furnish. All units must be new, of current manufacture and carry warranty of a minimum five (5) year duration.

Bidder must place a check mark next to either "Yes" or "No" for all specification components below indicating Bidder's compliance or non-compliance, respectively. All "No" responses must be explained on the specification sheet or on a separate sheet, clearly labeled, referencing the page and item number of the exception. Reference to product literature will not be accepted as an explanation of exceptions and may be cause for rejection of the bid.

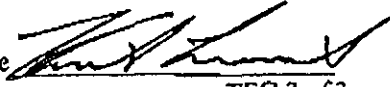
		<u>COMPLY</u>		
		YES	NO	EXPLAIN
	<b>CONSTRUCTION</b>			
	Container must be HDPE injection molded construction or equal with stabilizers to prevent fading or material breakdown.		<u>X</u>	
	<b>RECYCLED MATERIAL</b>			
	Container must have a post consumer recycled material content of at least 50 percent. <u>See note on page TEC-2.</u>		<u>X</u>	
3.	<b>WARRANTEE</b>			
	Containers must be warranted against defects in materials, workmanship and design for a minimum of five (5) years.		<u>X</u>	
4.	<b>DATE STAMP</b>			
	Containers must be date coded. Date code must be molded into the surface.		<u>X</u>	
5.	<b>COLOR</b>			
	The color must be approved S.W.A. yellow or blue.		<u>X</u>	

Bidder (Company Rehrig Pacific Company  
SWA 03-25/SB

Signature 

TEC-1 of 3

	<u>COMPLY</u>		EXPLAIN
	YES	NO	
6. LOGO			
The S.W.A. recycling logo (PBC Recycles) must be imprinted on one side of container and the instructional hot stamp on the other side of container. <u>Colors</u> : Black on Yellow and White on Blue Containers. Please see attached artwork, Illustration #1. Hot stamp specification may be changed at the request of the Authority with only the additional cost of the new stamp(s) passed on to the Authority. Additional hot stamp charges shall not exceed \$500.00 each.		<u>X</u>	
LIP			
The container shall have a rolled reinforced lip for extra strength. Long side must have the ability to hang on a Labrie truckside body.		<u>X</u>	
8. HANDLES			
The handles for the container to be reinforced and integrally molded into the container's width side.		<u>X</u>	
EDGES/SPURS			
All edges must be smooth or rounded for the safety of the homeowner and the collector. Container to have no sharp edges or spurs.		<u>X</u>	
10. SIZE			
The exterior dimensions at the top of the container to be approximately length 26", width 17.5" height 13.5"		<u>X</u>	
11. CAPACITY			
The capacity of the container to be a minimum of 18 gallons.		<u>X</u>	
12. WEIGHT			
The weight of the container to be minimum five pounds.		<u>X</u>	
13. WALL THICKNESS			
The container's minimum thickness to be 100 MILS to 116 mils per wall side.		<u>X</u>	
14. BOTTOM THICKNESS			
The container minimum thickness for the bottom to be 120 MILS to 140 mils.		<u>X</u>	
15. NESTING			
The containers nesting ratio must be no less than 5.5:1.		<u>X</u>	
16. DRAINAGE			
The containers must have drain holes to allow run off of rain water, and have the capacity to hold approximately 16 oz. of spillage.		<u>X</u>	

Bidder (Company Rehrig Pacific Company Signature   
 SWA '03-25/SB

TEC-3 of 3



**BID PROPOSAL FORM**

**18 GALLON RECYCLING CONTAINERS  
BID NO. SWA 03-25/SB**

THE UNDERSIGNED BIDDER, having familiarized himself with the specifications in the Invitation to Bid, and all laws, regulations and other factors affecting performance of the work, and having satisfied himself of the expense and difficulties attended in the performance of a contract.

HEREBY PROPOSES AND AGREES, in this BID NO. SWA 03-25/SB, that the Bidder hereby accepts all terms and conditions as stated herein, and shall enter into a Contract to perform for the following price.

	<u>Description as specified</u>	<u>Unit Price FOB Delivered</u>	<u>TOTAL OFFER FOB DELIVERED</u>	<u>DELIVERY days ARO</u>
4,800	18 Gal Recycling Containers	<u>\$4.82</u>	<u>\$23,136.00</u>	<u>30</u>
9,600	18 Gal Recycling Containers	<u>\$4.82</u>	<u>\$46,272.00</u>	<u>30</u>
	18 Gal Recycling Containers	<u>\$4.82</u>	<u>\$69,408.00</u>	<u>30</u>

Manufacturer: Huskylite

Model: RB-18

**Delivery (requested within sixty (60) days ARO)**

Does Bidder agree to provide documentation of use of 50% Post Consumer Recycled Material? Yes X No

Is the Drug-Free Workplace Form attached? Yes X No


Are descriptive literatures, specifications and sample unit included? Yes X No

Does Bidder Agrees to fully warranty product for five years? Yes X No

How will post consumer material use be documented? Rehrig Pacific Company will provide the Solid Waste authority of Palm Beach County with a copy of the invoice when we purchase the post consumer material.

Bidder understands that the Authority reserves the right to reject all Bids and to waive any informality in bidding. The Bidder agrees that this Bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids, prior to award.

Payment Terms: Net 30 days

By (Signature):		Date: <u>June 30, 2003</u>
Name (Printed):		Title: <u>Sales Representative</u>
Company Name:		Telephone: <u>770-339-9888</u>
Address:	<u>1000 Raco Court</u>	
	<u>Lawrenceville, GA 30045</u>	E-Mail: <u>klesiascek@rehrigpacific.com</u>

**SAVINGS**

**(For internal information purposes only. Not a factor in award of this contract)**

Bidder is required to furnish the percent (%) savings in prices offered in this bid compared to prices that would be paid by the purchaser without benefit of a contract resulting from this bid.

BID PRICES OFFERED-AVERAGE \_\_\_\_\_ % LOWER THAN:

*ES* (CIRCLE ONE OF THE FOLLOWING NUMBERS)

1. Price that would be obtained without benefit of a contract resulting from this bid.
2. Manufacturer's current wholesale price list.
3. Other (specify) \_\_\_\_\_

**MINORITY /WOMAN BUSINESS ENTERPRISE**

**(For internal information purposes only. Not a factor in award of this contract)**

If you are a minority and/or a woman owned business please complete the following. This information will assist us in identifying your minority and/or women owned business in our database.

This form is not intended to certify your firm.

**ETHNIC GROUP STATUS:** Specify the ethnic group and percentage of ownership of the person(s) who owns and controls (management & operational) 51% or more of the firm.

African-American	Male	____%	Asian-American	Male	____%
	Female	____%		Female	____%
Hispanic-American	Male	____%	Native-American	Male	____%
	Female	____%		Female	____%
Caucasian-Female		____%			

*see attached*

**DEFINITIONS:**

**African-American:** any black individual of the racial groups of Africa; **Asian-American:** persons whose origins are from Japan, China, the Philippines, Vietnam, Korea, Somoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, India, Pakistan, and Bangladesh; **Hispanic-American:** persons of Spanish or Portugese culture including Mexico, South America, Central America, or the Caribbean Islands; **Native-American:** persons having origins in any of the original peoples of North America; **Caucasian Female:** women that are not included in the above categories.

Are you currently certified as a minority vendor with a government entity? \_\_\_\_\_

With what agency(s) \_\_\_\_\_

(Please attach copy of certification certificate with your response with this bid/quotation.)

Comments: \_\_\_\_\_

Joint Reporting Committee

EQUAL EMPLOYMENT OPPORTUNITY

Standard Form 100 (Rev. 3/87)

Equal Employment Opportunity Commission

EMPLOYER INFORMATION REPORT EEO-1

O.M.S. No. 3046-0007 EXPIRES 11/30/02 100-214

Office of Federal Contract Compliance Programs (Labor) 6 OF 9 ST=13 CNTY=135 GWINNETT 2001

CO=R08633-1 U=R54572-7 S=4 SIC=3089

EI=954608797-1 CC=99



REHRIG PACIFIC CO REHRIG PACIFIC CO 1000 RACO COURT LAWRENCEVILLE

HC=00000 NAICS=326199

GA 30245

RETURN COMPLETED REPORT TO: THE JOINT REPORTING COMMITTEE P.O. BOX 779 NORFOLK, VA 23501

PHONE: (757) 461-1213

Section A--TYPE OF REPORT

Refer to instructions for number and types of reports to be filed.

1. Indicate by marking in the appropriate box the type of reporting unit for which this copy of the form is submitted (MARK ONLY ONE BOX).

(1) [ ] Single-establishment Employer Report

Multi-establishment Employer:

(2) [ ] Consolidated Report (Required)

(3) [ ] Headquarters Unit Report (Required)

(4) [x] Individual Establishment Report (submit one for each establishment with 50 or more employees)

(5) [ ] Special Report

2. Total number of reports being filed by this Company (Answer on Consolidated Report only)

Section B--COMPANY IDENTIFICATION (To be answered by all employers)

1. Parent Company

a. Name of parent company (owns or controls establishment in Item 2) omit if same as label

Address (Number and street)

City or town

State

ZIP code

2. Establishment for which this report is filed. (Omit if same as label)

a. Name of establishment

Address (Number and street)

City or Town

County

State

ZIP code

b. Employer Identification No. (IRS 9-DIGIT TAX NUMBER)

9 5 4 6 0 8 7 9 7

c. Was an EEO-1 report filed for this establishment last year? [ ] Yes [ ] No

Section C--EMPLOYERS WHO ARE REQUIRED TO FILE (To be answered by all employers)

[x] Yes [ ] No 1. Does the entire company have at least 100 employees in the payroll period for which you are reporting?

[ ] Yes [x] No 2. Is your company affiliated through common ownership and/or centralized management with other entities in an enterprise with a total employment of 100 or more?

[ ] Yes [x] No 3. Does the company or any of its establishments (a) have 50 or more employees AND (b) is not exempt as provided by 41 CFR 60-1.5, AND either (1) is a prime government contractor or first-tier subcontractor, and has a contract, subcontract, or purchase order amounting to \$50,000 or more, or (2) serves as a depository of Government funds in any amount or is a financial institution which is an issuing and paying agent for U.S. Savings Bonds and Savings Notes?

If the response to question C-3 is yes, please enter your Dun and Bradstreet identification number (if you have one):

NOTE: If the answer is yes to questions 1, 2, or 3, complete the entire form, otherwise skip to Section G.

CO=R08633-1 S=4 U=R5472-7

REMIG PACIFIC CO

**Section D—EMPLOYMENT DATA**

Employment at this establishment—Report all permanent full-time and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank space will be considered as zeros.

JOB CATEGORIES	OVERALL TOTALS (SUM OF COL. B THRU K)	NUMBER OF EMPLOYEES									
		MALE					FEMALE				
		WHITE (NOT OF HISPANIC ORIGIN)	BLACK (NOT OF HISPANIC ORIGIN)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (NOT OF HISPANIC ORIGIN)	BLACK (NOT OF HISPANIC ORIGIN)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
A	B	C	D	E	F	G	H	I	J	K	
Officials and Managers	1	25	17	4	2	1		1			
Professionals	2										
Technicians	3	3	3								
	4	10	8					2			
Office and Clerical	5	15	7					6	2		
Craft Workers (Skilled)	6	8	7	1							
Operatives (Semi-Skilled)	7	24	10	4	4	2		1	1	2	
Laborers (Unskilled)	8	88	4	8	36	10		1	4	12	13
Service Workers	9										
<b>TOTAL</b>	10	173	56	17	42	13		11	6	13	15
Total employment reported in previous EEO-1 report	11	181	48	18	56	6	0	19	5	29	0

NOTE: Omit questions 1 and 2 on the Consolidated Report.

1. Date(s) of payroll period used:

2. Does this establishment employ apprentices?


1  Yes 2  No

**Section F—REMARKS**

Use this item to give any identification data appearing on last report which differs from that given above, explain major changes in composition of reporting units and other pertinent information.

**Section G—CERTIFICATION (See Instructions G)**

Check one  All reports are accurate and were prepared in accordance with the instructions (check on consolidated only)  This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official <b>CHRIS MASCARENAS</b>	Title <b>PAYROLL MANAGER</b>	Signature 	Date <b>10-31-01</b>
Name of person to contact regarding this report (Type or print) <b>CHRIS MASCARENAS</b>	Address (Number and Street) <b>4010 E. 26th St.</b>		
Title <b>PAYROLL MANAGER</b>	City and State <b>LOS ANGELES</b>	ZIP Code <b>90023</b>	Telephone Number (Including Area Code) Extension <b>323-262-5145 119</b>

All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S. CODE, TITLE 18, SECTION 1001.

**DRUG-FREE WORK PLACE FORM****18 GALLON RECYCLING CONTAINERS  
Bid No. 03-25/SB**

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

Rehrig Pacific Company does:  
(Name of Business)

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

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

  
BIDDER'S SIGNATURE

June 30, 2003

DATE

**CONDITIONS FOR EMERGENCY/HURRICANE OR DISASTER**

**18 GALLON RECYCLING CONTAINERS**

**Bid No. 03-25/SB**

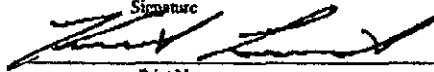
It is hereby made a part of this Invitation to Bid that before, during and after a public emergency, disaster, hurricane, flood, or acts of God that the Solid Waste Authority of Palm Beach County shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which may threaten public health and safety, as determined by the Solid Waste Authority of Palm Beach County. Vendor/contractor agrees to rent/sell/lease all goods and services to the Solid Waste Authority of Palm Beach County or any other government entity as opposed to a private citizen, on a first priority basis. The Solid Waste Authority of Palm Beach County expects to pay a fair and reasonable price not to exceed those quoted in this bid for all products in the event of a disaster, emergency or hurricane. Vendor/contractor shall furnish a 24-hour phone number in the event of such an emergency.

I hereby understand and agree to the above statement:

**X**

Kirk Lesiascek

Signature



Print Name

Environmental Sales Representative

Print Title

**EMERGENCY/24 HOUR PHONE NUMBER(S):** 770-339-9888

Office Phone Number: 770-339-9888 x172 Home Phone Number: \_\_\_\_\_

Beeper or Cellular Phone Number: 770-329-8148

FAX Number: 770-339-4840

Nearest Branch Office Phone Number: 770-339-9888 x172

and Location: Lawrenceville, GA

Other out of Area Branch Office Locations and Phone Numbers:


Dallas: 800-426-9189 Erie, PA: 800-458-0403 Los Angeles, CA: 800-421-6244

EMG-



# Rehrig Pacific Company

## SPECIFICATIONS FOR 18 GALLON RECYCLE CONTAINER

- ITEM:** 18-Gallon Huskylite container.
- WEIGHT:** 5.0 Lbs.
- DIMENSIONS:** Exterior Top 25.25 " X 17.60" x 13.50".
- MINIMUM WALL THICKNESS:** 110 mils side      120 mils bottom
- MATERIAL:** 80% high-density polyethylene with 20% post consumer material.
- U.V. STABILIZER:** Rehrig Pacific Company adds a U.V. stabilizer to all its products to help protect the containers from the harmful effects of the sun. Rehrig Pacific Company adds two to five times the normal amount of stabilizer to its recycle containers.
- 
- MANUFACTURING PROCESS:** Company owned Rehrig Pacific manufacturing plants use state-of-art equipment to make one-piece injection molded recycling containers.
- BOTTOM PATTERN:** Anti-slide bottom to help resist wind blow-away.
- SPILLAGE RETENTION:** Each container has a 16-ounce capacity to accumulate spillage when stored in the home with(4) bottom vent holes to drain excess accumulation of rain when stored outside.
- HANDLES:** Large enclosed handles big enough to easily accommodate gloved hands and also to give added protection and convenience.
- NESTING RATIO:** Containers stack and nest at 5.5 to 1
- WARRANTY:** Our containers are guaranteed for (5) years from the date of manufacture for defects in material and workmanship. 100% replacement during the initial five (5) year period.

1008 RACO COURT • LAWRENCEVILLE, GA. 30045 / 770-339-9888 (FAX) 770-339-4640 (WATS) 800-241-9693

QUALITY CONTAINERS FOR INDUSTRY SINCE 1913

01115w

01115w

# Rehrig Pacific Company

## 1. HUSKYLITE 18 GALLON BIN WARRANTY

The Rehrig Pacific Company offers a unique full warranty for a period of 5 years. The Rehrig Pacific Company warrants its HuskyLite containers purchased will conform to all applicable specifications, will be free from defects in material and workmanship and will be fit for the particular purpose intended by the Buyer. The conditions of this warranty include failure of the body, lid or any attachments.

The Rehrig Pacific Company extends this warranty only to the first purchaser of the HuskyLite containers.

## 2. EXCLUSIONS FROM WARRANTY COVERAGE

This warranty does not cover:

- (1) Use under circumstances exceeding specifications
- (2) Buyer or user abuse or vandalism
- (3) Unauthorized repair or alteration
- (4) Damage or failure as a result of incompatible, improperly installed, improperly operated or defective lifting or dumping mechanisms
- (5) Damage or failure caused by natural calamities such as fire, storm, or high winds.

The Rehrig Pacific Company will not be liable for any claims of loss of business, loss of profits, loss of income or any other losses or expense which exceeds the purchase price of the allegedly defective container.

## 3. ADMINISTRATION OF WARRANTY

Any component that fails during the 5 year warranty will be replaced at no cost to the buyer provided that:

- (1) Buyer notifies the Rehrig Pacific Company in writing no later than the end of the applicable warranty period of the claimed defect.

Rehrig Pacific Company  
1000 Raco Court  
Lawrenceville, GA 30045  
Attn: Warranty Claims Department

- (2) Buyer agrees that the Rehrig Pacific Company shall have the right to inspect and test the allegedly defective container.
- (3) Determination of the alleged failure shall be made jointly in judgment of the buyer and manufacturer.

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QUALITY CONTAINERS FOR INDUSTRY SINCE 1913

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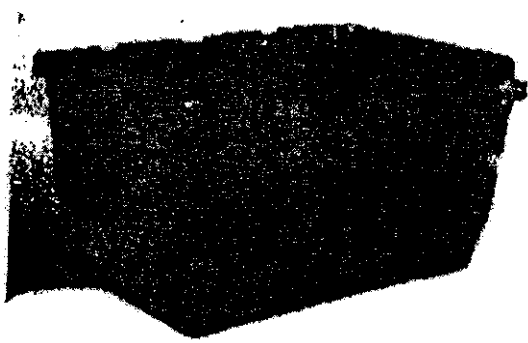
# Rehrig Pacific Company

4010 East 26th Street  
Los Angeles, CA 90023

(213) 262-5145  
FAX 269-8506

**CURBSIDE RECYCLING CONTAINERS  
SINGLE BIN SYSTEMS**

## 18 GALLON BIN



### MODEL RB-NL DIMENSIONS

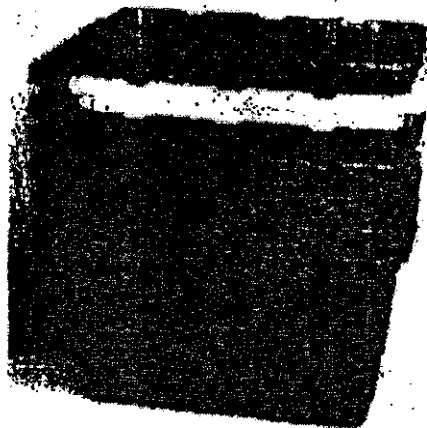
	<u>LENGTH</u>	<u>WIDTH</u>	<u>HEIGHT</u>
Exterior: top	25.25" x	17.60" x	13.50"
Interior: bottom	20.25" x	14.00" x	13.00"
Capacity:	18.2 gallons		
Weight:	5.0 lbs.		
Nesting ratio:	5.5 to 1		
Min. wall thickness:	110 mils side 120 mils bottom		

### ACCESSORIES

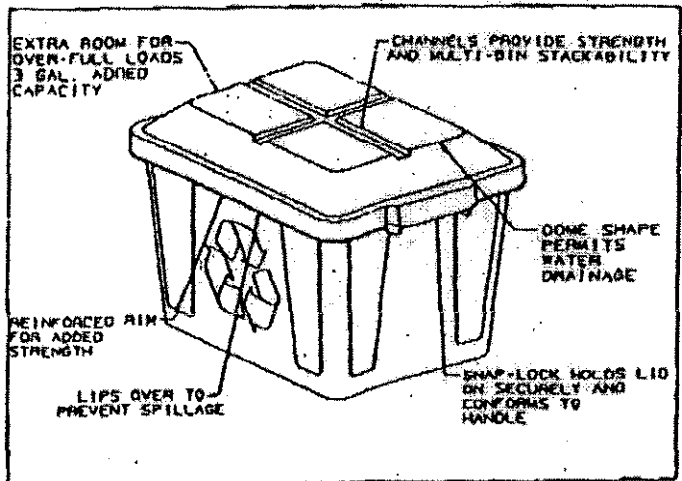
- \* Two and three section dividers.
- \* Domed snap-on lid.
- \* Wheel kit installed without tools.

## DESIGN FEATURES

- \* Injection molded HDPE construction designed for strength and long life.
- \* Ultra-violet stabilizers added to prevent fading or material breakdown.
- \* May include up to 25% post-consumer recycled plastic.
- \* 5-year prorated warranty against defects in material or workmanship.
- \* Available in a wide range of colors.
- \* Choice of branding areas for logos and recycling slogans.
- \* Large sturdy handles to ease carrying to curb
- \* Designed for optional divider.
- \* Recessed bottom to contain liquids.
- \* Four raised drain holes in bottom.
- \* Tabs to secure plastic grocery bags.
- \* Cross-stackable for multi-bin systems.



**NESTED BINS FOR SHIPPING**



**BIN WITH STACKABLE LID**



# Rehrig Pacific Company

## RESIN ESCALATOR/DE-ESCALATOR CLAUSE

Should Solid Waste Authority of Palm Beach County wish to extend the contract in additional one-year periods, the pricing would change up or down based on the increase or decrease in High Density Polyethylene resin pricing. The base price will be the current bid price. Rehrig Pacific will provide documentation to Solid Waste Authority of Palm Beach County showing price changes from our vendor.

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QUALITY CONTAINERS FOR INDUSTRY SINCE 1913

OHUS

# Fortiflex<sup>®</sup> HDPE

## TECHNICAL INFORMATION

### T60-800

Fortiflex<sup>®</sup> T60-800 is a high density polyethylene homopolymer. This narrow molecular weight distribution resin is a product of Solvay Polymers' innovative technology. Parts fabricated from this material exhibit a glossy surface finish, and have good impact strength and rigidity. This material meets the Food and Drug Administration requirements of 21CFR 177.1520. This resin is Kosher certified.

Property	ASTM Test Method	Typical Values	
		English Units	SI Units
Density	D 4883	—	0.961 g/cc
Melt Index <sup>1</sup>	D 1238E	—	8.5 g/10 min
Tensile Strength @ Yield (2 in/min)	D 638	4,500 psi	31.0 MPa
Elongation @ Break (2 in/min)	D 638	>600%	>600%
Flexural Modulus <sup>2</sup>	D 790	225,000 psi	1,652 MPa
Notched Izod Impact Strength	D 256	1.0 ft-lb/in	53 J/m
Hardness (Shore D)	D 2240	65	65
Vicat Softening Point	D 1525	262°F	128°C
Brittleness Temperature	D 746	<-103°F	<-75°C
Deflection Temperature @ 66 psi	D 648	188°F	87°C
Environmental Stress Crack Resistance <sup>3</sup>	D 1693B	3 hrs.	3 hrs.

<sup>1</sup> 190°C/2160 g

<sup>2</sup> Tangent Method 1

<sup>3</sup> Condition B, 10% F50

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Fortiflex<sup>®</sup> is a registered trademark of Solvay Polymers, Inc. To the best of our knowledge the information contained herein is accurate. However, neither Solvay Polymers, Inc., nor any of its affiliates assumes any liability whatsoever for the accuracy or completeness of the information contained herein. Final determination of the suitability of any information or material for the use contemplated, the manner of use, and whether there is any infringement of patents is the sole responsibility of the user. The above information gives typical properties only and is not to be used for specification purposes. 10012

Solvay Polymers, Inc.  
3333 Richmond Avenue, Houston, Texas 77098-3099  
1-800-231-6313 Fax: 713/522-2435  
Mailing: P.O. Box 27328, Houston, Texas 77227-7328  
Technical Service: 1-800-338-0488  
Customer Order Service: 1-800-827-5419

Solvay  
Polymers

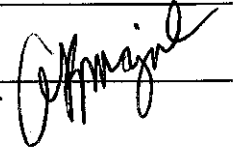


**MEMORANDUM**  
**FROM**  
**OFFICE OF THE COUNTY MANAGER**  
**BUDGET SERVICES**

Date: February 18, 2004

To: Department/Division Directors

From: Tony Majul  
Budget Director



**RE: Revised CIP Budget Prep Process for FY 04-05**

As you know, the County Manager has directed that all of our management and budget analysts get more involved in the Capital Improvement Program budget process.

As you may also recall, CIP requests a year ago for the current Five Year CIP (specifically, for FYs 03-04 and FY 04-05 and FY 05-06) with requested funding from the Capital Improvement Fund (Fund 301) exceeded available budget by approximately \$14 million, \$11.5 million and \$10 million respectively.

To address these two issues, a revised CIP budget process has been devised. Your cooperation is appreciated. Details are as follows:

- The CIP Request Form has been revised to require more project detail. (Several years ago departments were required to supply this information in a similar format.) See Attachment A for a sample revised CIP Request Form.

The following information is broken down between those CIP requests seeking funding from Fund 301 and those CIP requests non-related to Fund 301.

**For those CIP Requests Seeking Funding from Fund 301:**

- Departments will prioritize each of their Capital Improvement Fund-related CIP project requests by placing a "CIP rating" on each CIP Request Form in the space provided. The purpose of the rating is to gain the department's perspective on the necessity/urgency/practicality of the project request in general and to assist in prioritizing requests in the event funding is limited.

The four categories to choose from in rating each CIP request are listed below:

Mandated  
Non-Mandated—Core Critical  
Non-Mandated—Essential  
Non-Mandated—Discretionary/Deferrable

See Attachment B for CIP Rating Category definitions.

Please adhere to these categories and be realistic in assessing each CIP request. Departments may be challenged by Budget Services and will need to be prepared to defend these ratings.

Departments will only need to rate *proposed* CIP requests that will be submitted this budget cycle. Therefore, you do not need to submit a form and rate those projects contained in the current FY 04-08 CIP if you do not wish to make any changes to them. However, if you plan to seek additional funds for the fifth year (FY 08-09), change any dollars amounts per year, or make any other changes relative to those projects already in the five year CIP, then you would obviously need to submit a new CIP Request Form and will need to rate the request.

- Budget Services' analysts will scrutinize each CIP Request Form to ensure operating impacts are noted on the form. In the past, not all departments have been diligent in filling in this information on the spaces provided. The analysts will be tracking this information as it relates to departmental operating budget requests for next year and future years.
- The "Estimated Project Cost" field on the form should be calculated by a trained professional(s). (In other words, departments should not attempt to make an "educated guess" on their own but instead seek this information from a reliable source within the county or from a consultant.) The revised form requires the department to note who prepared the cost estimate.
- The requesting department's management and budget analyst will meet with the requesting department to review the completed CIP Request Forms relating to Capital Improvement Funds and consider the department's assigned CIP Rating for each request. During this meeting, the management and budget analyst will mark on each form whether he/she agrees or disagrees with the department's rating.
- Departments are responsible for submitting these completed CIP Request Forms, *signed by both the department director and by the department's management and budget analyst*, to Emma Wolf, CIP Manager, in Budget Services by **March 24, 2004**.
- For those 301 funded CIP requests relating to **Facilities Management**:

If the request is of a maintenance and/or repair nature, departments should continue to funnel those requests through to Facilities Management. Facilities Management will be responsible for preparing the form and assigning a CIP request rating. (In many cases, Facilities Management will initiate the form without any prompting from departments because they may already be aware of such needs.)

If the request deals with a minor renovation or other project of a nature not relating to maintenance and repair but still under the auspices of Facilities Management, the requesting department (not Facilities Management) will be responsible for completing the form, assigning a CIP rating, meeting with the analyst to consider the request, and forwarding the completed form to Emma Wolf in Budget Services. The requesting department will need to get from Facilities Management a project cost estimate.

With regard to those CIP requests that were already given to Facilities Management in anticipation of this budget prep cycle (and of which Facilities held two meetings during this month to collect those CIP requests relating to Facilities Management), the process will differ from the last couple of years. Even though a department recently communicated the need to Facilities Management, if the request is not of a maintenance or repair nature, then the requesting department, as stated above, will need to prepare the CIP Request Form, not Facilities Management. The requesting department will need to get from Facilities Management a project cost estimate.

- For those 301 funded CIP requests relating to **Construction and Design**:

The requesting department (not Construction and Design) will be responsible for completing the form, assigning a CIP rating, meeting with the analyst to consider the request, and forwarding the completed form to Emma Wolf in Budget Services. The requesting department will need to get from Construction and Design a project cost estimate.

- Budget Services' staff (director, manager and all analysts) will review the CIP requests in preparation for the County Manager CIP Budget Review. The County Manager will be provided with a balanced proposed five year CIP. He will be informed if Budget Services disagrees with any project rating and funding shortages.
- In the event there is a funding shortage for Fund 301, the project ratings will be an aid in prioritizing projects for funding.
- After the County Manager review, departments will be apprised if their project requests are revised in any way to balance the CIP.

To mutually assist both departments and Budget Services' analysts with this new undertaking, departments are encouraged to include their analysts on any discussions relating to CIP projects. For example, departments may perhaps discuss projects during staff meetings, strategy meetings or designated CIP budget sessions. Holding these discussions with the analyst present should prove very helpful in conveying the need for a CIP project.

It should be noted, however, that departments' management and budget analysts will *not* be in a position to discuss CIP funding options/availability during these discussions. As in the past, any questions concerning CIP revenue projections/funding concerns should be directed to Budget Services' CIP Manager, Emma Wolf.

#### **For Those CIP Requests Not Seeking Funding from Fund 301:**

- No CIP project rating will be required for those CIP requests unrelated to Fund 301. Although the department director needs to sign these forms, it will not be necessary for the management and budget analyst to sign them.
- Make sure operating impacts are noted on the form. In the past, not all departments have been diligent in filling in this information on the spaces provided. The analysts will be tracking this information as it relates to departmental operating budget requests for next year and future years.

- The “Estimated Project Cost” field on the form should be calculated by a trained professional(s). (In other words, departments should not attempt to make an “educated guess” on their own but instead seek this information from a reliable source within the county or from a consultant.) The revised form requires the department to note who prepared the cost estimate.
- The due date to submit these completed CIP Request Forms is **March 24, 2004**.
- After the County Manager review, departments will be apprised if their project requests are revised in any way.

Beyond the CIP budget cycle, the CIP Manager Emma Wolf will continue to process all CIP related bluesheets and handle all other tasks related to the CIP Program. All efforts on the part of departments to keep their management and budget analysts apprised of CIP issues during the year will also be appreciated.

cc: Don Stilwell  
Bill Hammond  
Holly Schwartz  
Pete Winton

**CIP REQUEST FORM - FY 04/05 - 08/09**

PROJECT NAME	<b>SAMPLE PROJECT</b>	NEW PROJECT	X	CAPITAL TYPE PROJECT	
PROJECT NUMBER	1000	EXISTING PROJECT		MAINTENANCE TYPE PROJECT	X
REQUESTING DEPT.	Parks & Rec				
MANAGING DEPT.	Planning and Construction	COMMISSION DIST.	1		

**PROJECT DESCRIPTION:**  
 The City of Sanibel will renovate the fishing pier at the Lighthouse. The City of Sanibel shall invoice the County and will be reimbursed in accordance with an approved interlocal agreement.

**PROJECT LOCATION:**  
 Eastern side of Sanibel Island two miles north of the Sanibel Bridge

**CIP PROJECT RATING (Required if requesting 30100 funds):** Non-Mandated - Core Critical

**JUSTIFICATION FOR THE PROJECT:**  
 The fishing pier is deteriorating and will be a safety hazard for the citizens to use for fishing. The State of Florida is providing funds for 50% of the construction costs.

If mandated, indicate under what authority: **FL Stat. #:** \_\_\_\_\_ **Lee Plan:** \_\_\_\_\_ **Co Ord #:** \_\_\_\_\_ **Admin Code:** \_\_\_\_\_ **Other:** \_\_\_\_\_

ESTIMATED PROJECT COST PREPARED BY:	ACTUAL PRIOR	FY 03/04 BUDGET	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	5 YEAR TOTAL	YEARS 6-10	PROJECT TOTAL
LAND								0		0
PROFESSIONAL SERVICES			3,500					3,500		3,500
CONSTRUCTION			21,500					21,500		21,500
PROJECT MGMT.			1,000					1,000		1,000
FURNITURE/EQUIPMENT								0		0
OTHER			2,750					2,750		2,750
<b>TOTAL</b>	0	0	28,750	0	0	0	0	28,750	0	28,750

CIP FUNDING SOURCES AND AMOUNTS:			FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09
30100	AD VALOREM		9,000				
State of Florida	GRANT		10,750				
City of Sanibel	DONATION		9,000				

**CONTACT PERSON:** \_\_\_\_\_

**PHONE NUMBER :** \_\_\_\_\_

OPERATING IMPACT:		FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09
(Complete the details on the back of the form)	START UP		N/A			
	RECURRING		N/A			

**COMMENTS:**  
 NONE

ATTACHMENT A



**CIP PROJECTS OPERATING IMPACTS - FY04/05 - 08/09**

<b>OPERATING IMPACT DETAIL:</b>	<b>PROJECT NAME:</b> SAMPLE PROJECT	<b>Project #:</b> 1000
---------------------------------	-------------------------------------	------------------------

PROPOSED FUNDING SOURCE(S): \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_

**START UP**

OBJ CODE	DESCRIPTION	AMOUNT

<b>START UP COSTS:</b>	<b>TOTAL</b>	<b>\$0</b>
------------------------	--------------	------------

**RECURRING COSTS**

PERSONNEL SERVICES:					
JOB TITLE	SALARY/ BENEFIT	REQUIRED FTE's	TOTAL COSTS	ADD'L FTE'S REQ	NEW COSTS
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
			\$0		\$0
<b>TOTAL</b>		<b>0.000</b>	<b>\$0</b>	<b>0.000</b>	<b>\$0</b>

OPERATING EXPENSES:		
OBJ CODE	DESCRIPTION	AMOUNT

<b>OPERATING RECURRING COSTS:</b>	<b>TOTAL</b>	<b>\$0</b>
-----------------------------------	--------------	------------

<b>Analyst to complete section, if requesting 30100 funds</b>		
AGREE _____	DISAGREE _____	ISSUE _____
<b>MANAGEMENT &amp; BUDGET ANALYST</b>		<b>DATE</b>

DEPARTMENT DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

# **CIP PROJECT RATING SYSTEM**

## *FOR CIP REQUESTS SEEKING FUNDS FROM FUND 301*

### **CIP Projects Rating Categories**

#### **Mandated**

- State/Fed/County legal requirement
- Health/Safety/Welfare of emergency/urgent nature

#### **Non-Mandated Core Critical**

- Comprehensive Plan “Required”
- Critical to maintaining core level of service
- Previously approved Board actions (not referring to projects currently reflected in 5 year CIP)
- Major renovations pertaining to large staff increases or department office relocations or major reorganizations

#### **Non-Mandated Essential**

- Maintenance/Repairs to County facilities
- Comprehensive Plan “Desired”
- Core services impacted (but not critically) if not approved
- Project causes \$ savings to benefit County while maintaining core level of service
- Project generates offsetting revenues to County’s benefit while maintaining core level of service
- Stated Board goal

#### **Non-Mandated Discretionary/Deferrable**

- Maintenance to County facility (to modernize) and not health/safety/welfare related
- Enhances quality of life and not addressed in other categories
- Establishes a new service